



University of North Texas
New College
Applied Arts and Sciences
BAAS 3000
Pathways to Civic Engagement

COURSE INFORMATION

Welcome to Pathways to Civic Engagement! Please carefully read all of the information contained in this syllabus.

- **Course:** BAAS 3000, Section: 002, 3 Credit Hours
- **Format:** This is a hybrid course that meets once a week on **Wed. from 3:30-4:50 pm in Sage 355**. Other coursework is delivered asynchronously in Canvas.

Instructor Contact Information

- **Instructor:** Dr. Kara Fulton, *Clinical Assistant Professor*
- **Office:** Sage Hall, Suite 394, Office 394-B
- **Email:** kara.fulton@unt.edu
- **Office hours:** Wed., 11:30 am - 1:30 pm, or by appointment (in-person or virtual).

Course Pre-requisites or Other Restrictions

Declaration of the Applied Arts and Sciences major as the program of study at UNT is the required prerequisite for this course.

Additionally, in order to be successful in this course you will need to:

- Cite sources, giving credit to where you obtain information.
- Collaborate respectfully with others.
- Make the commitment to spend at least 9 hours a week reading the assignments, reflecting on the material covered, and participating in other activities throughout the course. Some students may need more time than that to do well in the course.

Course Description

This course will examine the various ways that individuals engage in a democratic society during the 21st century. Students reflect on their involvement, and sense of responsibility to something beyond individual pursuits, and how they can make a difference within the various contexts of neighborhoods, communities, nationally and globally. Exploration of relevant social problems, critical examination and reflection on what it means to be a citizen within these various contexts as well as an examination of personal values and assumptions, assist students in gaining a deeper understanding of themselves relative to the larger social context. This course also provides opportunities for the development of civic skills and values to enhance the student's capacity to positively impact their community.

Course Objectives

Having successfully completed this course, students will:

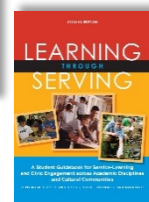
1. evaluate and utilize diverse or contradictory points of view to address a social problem or issue.
(Critical Thinking and Reasoning)
2. demonstrate effective written and oral communication skills during a civic engagement activity.
(Written and Oral Communication)
3. effectively collaborate with others through tailoring strategies to express, listen and adapt to others in order enhance the team process.
(Collaboration)
4. generate solutions to a social problem or issue, reflect on and evaluate final outcomes.
(Innovation)

Teaching Philosophy for BAAS 3000

This course will take a highly interactive and facilitative approach to teaching and learning in which learning opportunities are created, and students are expected to be actively engaged. The goals of utilizing these approaches include developing student competencies in the areas of collaboration, communication, and problem solving as well as gaining a deeper understanding of social problems. Students will be expected to actively participate in small group dialogues, group learning project and large class discussions. As this is a hybrid course, students will need to use effective time management to complete assignments outside of class time.

Required Materials

1. Bradbury, Ray (1953). *Fahrenheit 451*. New York, NY: Random House Publishing.
2. Cress, C., Collier, P., Reitenauer, V., & Associates (2013). *Learning through service: A guidebook for service learning and civic engagement across academic disciplines and cultural communities*. Sterling, VA: Stylus Publishing.
3. Supplementary materials in Canvas Course Modules. These include articles and videos.



Service-Learning

Service-learning is integrated throughout this course, which means that you will be required to work with a community organization throughout the semester on a specific project with a specified output. Options for community engagement are provided on Canvas. Although there may be individual components, each service-learning project will be completed by a student team.

Service-learning is not simply volunteering – it is “a teaching and learning strategy that integrates meaningful community service with instruction and reflection to enrich the learning experience, teach civic responsibility, and strengthen communities.”* In other words, service-learning provides you an opportunity to apply course content in a real-world context while reflecting on the impact of this experience on yourself and the community.

*www.vanderbilt.edu/oacs/wp-content/uploads/sites/140/faculty-toolkit-for-service-learning.pdf

ASSESSMENT & GRADING

Assessment Overview

This course provides various ways for students to learn including discussions, group projects, service-learning, reflective writing, readings, and lectures. Students who fail to complete any assessment by the due date will receive a 0.

Discussion is essential to the course. You will be asked to share your ideas, opinions, and experiences with others in the class, both in large and small groups. While no one is forced to talk about issues that create discomfort, all students are expected to participate in the discussions by sharing ideas and comments that help the class to consider the topics in a deeper way.

Course Assessments

Below is a brief overview of the assessments in this course. See Canvas for specific details on dates, requirements, and grading. You may take quizzes TWO times before the due date - Canvas will record the best attempt. All quizzes and exams are timed, and you will not be able to “go backward” to return to a question.

Assignment	Possible points	Approx. percent of grade
Getting Started Quiz	30	3%
Course Orientation Quiz	30	3%
Civic Attitudes and Skills Questionnaire (2 @ 25 points each)	50	4%
Identify Your Starting Assumptions and Biases	25	2%
Quizzes (4 @ 25 points each)	100	9%
Exams (2 @ 100 points each)	200	18%
Discussion Lead with Handout	100	9%
Class Participation	150	13%
Service-Learning Project	200	18%
Peer Evaluations	100	9%
Reflections	150	13%
TOTAL	1135	100%

- 1. Getting Started Quiz:** The Getting Started Quiz covers the syllabus and the “Getting Started” module which serves as a basic overview of the course.
- 2. Course Orientation Quiz:** The Course Orientation Quiz covers the “Course Orientation” module which serves to introduce you to the major goals of the course, the B.A.A.S. program, and UNT as well as how these goals connect to skills important to employers.
- 3. Civic Attitudes and Skills Questionnaire (CASQ):** At the beginning and end of the semester, you will complete a survey that asks you about your skills and attitudes toward a variety of topics. This survey has no right or wrong answers. You will receive credit for completing the surveys honestly.

4. **Identify Your Starting Assumptions and Biases:** At the beginning of the semester, you will complete an activity to investigate your own biases through implicit associations and reflect on your results.
5. **Quizzes:** There will be four additional quizzes administered on Canvas that will cover the assigned materials in the modules.
6. **Exams:** There will be two exams administered on Canvas covering material from the textbook and modules. Each exam will consist of multiple choice, true/false, short answer, and/or essay questions. No make-up exams will be given unless a university-approved excuse has been provided prior to the exam or officially documented lack of ability to complete the exam is provided within one week of the students return to class.
7. **Discussion Lead with Handout / Dialogue Groups:** There will be several small group discussions throughout the semester that will be conducted during class time. Each member of your dialogue group will lead one discussion session. As a group, you will use the scheduling template to assign one person per discussion topic to lead the in-class discussion. When it is your turn to be the discussion leader, you will prepare and print a handout for your group that will help to facilitate the discussion. All students are expected to actively participate in the small discussions. Students will provide feedback to each other in terms of how well each person leads a discussion and how well the others participate.
8. **Class Participation:** Regular and punctual participation is an expectation of the course. Each class, there will be a sign-in sheet and other activities that cannot be made up if you do not attend class. In class, you will be expected to discuss the topics covered in the modules and be able to develop your perspective or viewpoint. In addition, please be an active listener and facilitate questions. More than 3 missed classes in a row are considered excessive and will result in additional loss of points. Coming to class late or leaving early will be considered a 0.5 absence.

Certain types of absences are considered excused. Examples include, but are not limited to, those necessitated by university-sponsored activities, illness that results in some form of visit to a medical doctor, required military duty, death of an immediate family member, or a participation in a recognized religious holiday. Such absences require written documentation that must be provided within one week of the student's return to class.

9. **Service-Learning Project and Presentation:** Each person will select one of several community projects available at agencies located in the Denton area. These projects will be completed in teams and provide opportunities for you to use civic engagement, communication, and collaborative teamwork skills in a community service setting. Project options vary and are available on Canvas. All members of the team will be expected to complete 15-20 hours of service for the community partner throughout the semester while implementing the project. Most projects include both on and off-site components. Teams will identify specific roles for each member, develop a timeline for completion, and implement their projects. At the end of the semester, teams will give formal presentations to the class and community partners outlining the scope of their projects and their impacts.

10. Peer Evaluations: At the end of the semester, you will be asked to score the contributions of your teammates for your service-learning project. That feedback will be taken into consideration by the instructor and individual grades will be assigned accordingly. It is in your best interest to be a highly effective member of a team!

- a. **Lack of Participation Policy:** If a member of a team is not contributing sufficiently to the work of the team, the other members have the right to:
- Notify the team member by writing a formal email to that person documenting the specific problems, **copying the professor and all other team mates on that email message (using UNT email addresses)**.
 - The email must document the exact efforts the team has made to communicate the problems to the affected team members and what has been done to attempt to solve the problems.
 - Give the team member 7 days to improve and update the professor on the status.
 - If the contribution has not improved sufficiently, the member may be removed from the team which will result in a score of zero on the peer evaluation portion of the grade for the uninvolved team member as well as a zero on team assignments moving forward.

11. Reflections: Reflection is an important component of any service-learning course. Students who take the time to reflect on service-learning experiences will get more from those experiences. This is why reflections are a significant part of this class. Reflection will help you thoughtfully process your community work. It will help you critically assess and understand what you are seeing and doing and link it to your classroom experience and learning.

Grading

Final grades will be determined through the use of a point system. The maximum value of each assessment along with the range of points associated with each letter grade are listed in the previous section. Students are expected to keep up with their grades and point totals by regularly reviewing them on Canvas.

***A grade of C or higher in BAAS 3000, BAAS 3020, and BAAS 4980 (4100) is needed for credit within the Bachelor of Applied Arts and Sciences degree.*

Letter Grade Point Range

Total points possible for semester = 1135

Points	Percentage	Grade
1135-1022	100-90%	A
1021-908	89-80%	B
907-795	79-70%	C
794-681	69-60%	D
<681	<60%	F

Grade Disputes

You are required to wait 24 hours before contacting me to dispute a grade. Within that time, I expect that you will review the assignment details and reflect on the quality of the work you turned in. If you would still like to meet, email me to set up a meeting (I cannot discuss grades over email). You should come to our scheduled meeting with specific examples that demonstrate that you earned a higher grade than you received. If you miss your scheduled meeting, you forfeit your right to a grade dispute. If you do not contact me to schedule a meeting within seven days of receiving your grade, you also forfeit your right to a grade dispute.

COMMUNICATING WITH YOUR INSTRUCTOR

The primary tool for communication in this course is email or Canvas messages. If you have questions or concerns, please send them to kara.fulton@unt.edu **using your UNT email address** or use the message feature in Canvas. Emails from non-UNT email addresses may end up in the spam folder and thus not receive a reply. You should expect a reply from me within 2 business days. Please note that I cannot respond to questions about grades or other personal concerns or issues you might have to a non-UNT email address because it violates federal law on student privacy.

TECHNICAL REQUIREMENTS & SKILLS

Minimum Technology Requirements

- Computer
- Speakers
- Microphone
- Microsoft Office Suite
- [Canvas Technical Requirements](#)

Computer Skills & Digital Literacy

- Using Canvas
- Using email with attachments
- Using presentation and graphics programs

Success in an Online (or Hybrid) Course

While the online classroom shares many similarities with the face-to-face classroom, success in online education requires certain skills and knowledge that any dedicated student can learn. See this website for tips and resources for successful online learning: [How to Succeed as an Online Student](#).

Netiquette

Netiquette, or online etiquette, refers to the way students are expected to interact with each other and with their instructors online. Here are some general guidelines:

- Treat your instructor and classmates with respect in email or any other communication.
- Always use your professors' proper title: Dr. or Prof., or if in doubt use Mr. or Ms.
- Unless specifically invited, don't refer to your instructor by first name.

- Use clear and concise language.
- Remember that all college level communication should have correct spelling and grammar (this includes discussion boards).
- Avoid slang terms such as “wassup?” and texting abbreviations such as “u” instead of “you.”
- Use standard fonts such as Ariel, Calibri or Times new Roman and use a size 10 or 12 pt. font
- Avoid using the caps lock feature AS IT CAN BE INTERPRETTED AS YELLING.
- Limit and possibly avoid the use of emoticons like :) or ☺.
- Be cautious when using humor or sarcasm as tone is sometimes lost in an email or discussion post and your message might be taken seriously or sound offensive.
- Be careful with personal information (both yours and other’s).
- Do not send confidential information via e-mail.

See these [Netiquette Guidelines](#) for more information.

GETTING HELP

Technical Assistance

Part of working in the online environment involves dealing with the inconveniences and frustration that can arise when technology breaks down or does not perform as expected. Here at UNT we have a Student Help Desk that you can contact for help with Canvas or other technology issues.

[UIT Help Desk](#)

Email: helpdesk@unt.edu

Phone: 940-565-2324

In Person: Sage Hall, Room 130

Walk-In Availability: 8am - 9pm

Telephone Availability: Sunday: noon - midnight

- Mon.-Thu.: 8am - midnight
- Fri.: 8am - 8pm
- Sat.: 9am - 5pm

Laptop Checkout: 8am - 7pm

For additional support, visit [Canvas Technical Help](#).

Student Support Services

- [Registration](#)
- [Financial Aid](#)
- [Student Legal Services](#)
- [Career Center](#)
- [Multicultural Center](#)
- [Counseling and Testing Services](#)
- [Student Affairs Care Team](#)
- [Student Health & Wellness Center](#)
- [Pride Alliance](#)

Academic Support Services

- [Academic Resource Center](#)
- [Academic Success Center](#)
- [UNT Libraries](#)
- [Writing Lab](#)

COURSE EVALUATION

Student feedback is an essential component to improving BAAS courses. Students will be notified prior to the course evaluation date via email from UNT SPOT course evaluation. I will also post an announcement. More information is provided on the UNT course evaluation process in the UNT policies portion of this syllabus.

COURSE POLICIES

Assignment Policy

Copies of the syllabus, assignments, instructor contact information, the course calendar, other important documents, and grades can be found on Canvas. Assignments will be submitted via Canvas unless otherwise noted. Written work will be submitted using a plagiarism detection software program called *Turnitin*.

Official due dates can be found on the Schedule of Topics and Assignments, Canvas Modules, and Canvas Calendar. Assignments and assignment instructions are found in Canvas. Assignments should be submitted as .doc or .docx files unless otherwise noted. For assignments which *Turnitin* plagiarism software is used, you can check your turn it in report ahead of time and resubmit if indicated to do so.

The University is committed to providing a reliable online course system to all users. However, in the event of any unexpected **university** server outage the instructor will extend the time windows and provide an appropriate accommodation based on the situation. Any problems should be reported to the UNT Student Help Desk: helpdesk@unt.edu or 940.565.2324.

Individual technical issues are the responsibility of the student. Students are responsible for all devices (i.e. computers, printers, iPads, cell phones, scanners) and reliable internet/WiFi connection during all required work in this class. **Late assignments, retakes, and/or make-ups will not be granted due to electronic malfunctions.** Plan ahead to ensure you have reliable internet service and have addressed any Canvas compatibility issues.

Canvas Calendar

While the Canvas calendar with alerts is an additional organizational tool, it is not always accurate. In other words, students should not rely solely on the Canvas calendar and/or alerts to complete assignments. Rather, students are expected to meet deadlines according to the provided course schedule.

Extra Credit

If an opportunity for extra credit presents itself, it will be announced and available to the entire class at the discretion of the instructor. There will be no individual opportunities for extra credit.

Examination Policy

All exams and quizzes are administered online via Canvas. Exams will be timed, and students will not be able to “go backward” to return to a question. No make-up exams will be given unless a university-approved excuse has been provided prior to the exam or officially documented lack of ability to complete the exam is provided within one week of the students return to class. **Please note that computer and Internet functionality is the responsibility of the student. Computer and/or Internet malfunction does not constitute a retake or make-up exam.** Check all connectivity in advance and plan accordingly. Exams are to be taken without assistance from anyone else.

Instructor Responsibilities and Feedback

The role of the instructor in this BAAS 3000 course is to provide opportunities for students to develop and use critical thinking and reasoning skills, improve written and oral communication, build collaboration skills both in class and in the community and engage in creative problem solving to address community problems. All assignment information, grading rubrics, quizzes, and exams are provided in the Canvas course site. Written feedback on assignments will be provided through the grading rubrics located in Canvas.

Late Work

I will not accept late work in this course. All work turned in after the deadline will receive a grade of zero unless the student has a [university-excused absence](#) and provides documentation with 48 hours of the missed deadline.

Cell Phone Usage in Class

Please be respectful in your use of cell phones. Do not verbally answer a phone in the classroom; instead, slip into the hallway for a minute. If you must give a quick text response, limit it to a few words and tell the individual you will get back to them after class. Please keep phones on vibrate during class, and do not use social media during class time.

Requests for an incomplete

Students may request a grade of incomplete (“I”) only if he/she meets all of the following conditions:

- The request occurs on or after **Nov. 11, 2019**.
- The student is passing the course;
- There is a justifiable and documented reason beyond the control of the student (i.e., serious illness or military service) for not completing the course on schedule; and,
- The student has the approval of the instructor and the faculty director.

Students meeting these criteria must arrange with the instructor to finish the course at a later date (no longer than 12 months after the I grade was reported) by completing specific requirements outlined by the

instructor. These requirements must be listed on a “Request for Grade of Incomplete” form signed by the instructor, student, and faculty director. More information on UNT’s incomplete grade policy is available at registrar.unt.edu/grades/incompletes.

Dropping the class

We want you to succeed in this class and at UNT. If you are concerned about your progress in the course, or believe you need to drop for other reasons, it is important that you contact the instructor as soon as possible. We want to make sure that dropping the course is your best or only option. There are consequences to dropping classes that extend beyond losing your invested time, money, and effort. Dropping one or more classes may make you ineligible for financial aid. There are also limits on the number of courses you can drop. You can learn more about this at registrar.unt.edu/registration/dropping-class. If you absolutely must drop a course, you may do so through my.unt.edu. Nov. 22, 2019 is the last date to drop a class with an automatic grade of “W”.

Syllabus Change Policy

Due dates for assignments can be found in the Schedule of Topics, in the syllabus, and in Canvas. In the rare cases that there is a date change for an assignment, exam or any other syllabus change, the instructor will notify students through an announcement in Canvas. This notification will be provided a minimum of seven days in advance of the change.

UNT POLICIES

Academic Integrity Policy

Academic integrity emanates from a culture that embraces the core values of trust and honesty necessary for full learning to occur. As a student-centered public research university, UNT promotes the integrity of the learning process by establishing and enforcing academic standards. Academic dishonesty breaches the mutual trust necessary in an academic environment and undermines all scholarship.

According to UNT Policy 06.003, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University.

ADA Policy

UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students 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. For additional information see the [ODA website](#)

Emergency Notification & Procedures

UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.

Course Safety Procedures

Students enrolled in BAAS 3000 are required to use proper safety procedures and guidelines as outlined in UNT Policy 06.038 Safety in Instructional Activities. While working in laboratory sessions, students are expected and required to identify and use proper safety guidelines in all activities requiring lifting, climbing, walking on slippery surfaces, using equipment and tools, handling chemical solutions and hot and cold products. Students should be aware that the UNT is not liable for injuries incurred while students are participating in class activities. All students are encouraged to secure adequate insurance coverage in the event of accidental injury. Students who do not have insurance coverage should consider Standard Syllabus Statements Related Policy 06.049 Course Syllabi Requirements obtaining Student Health Insurance. Brochures for student insurance are available in the UNT Student Health and Wellness Center. Students who are injured during class activities may seek medical attention at the Student Health and Wellness Center at rates that are reduced compared to other medical facilities. If students have an insurance plan other than Student Health Insurance at UNT, they should be sure that the plan covers treatment at this facility. If students choose not to go to the UNT Student Health and Wellness Center, they may be transported to an emergency room at a local hospital. Students are responsible for expenses incurred there.

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 student's 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. See UNT Policy 10.10, Records Management and Retention for additional information.

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 Dean of Students 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. Visit UNT's [Code](#)

[of Student Conduct](#) to learn more.

Access to Information - Eagle Connect

Students' access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student's Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail [Eagle Connect](#).

Student Evaluation Administration Dates

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, 14 and 15 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 or email spot@unt.edu.

Sexual Assault Prevention

UNT is committed to providing a safe learning environment free of all forms of sexual misconduct, including sexual harassment sexual assault, domestic violence, dating violence, and stalking. Federal laws (Title IX and the Violence Against Women Act) and UNT policies prohibit discrimination on the basis of sex, and therefore prohibit sexual misconduct. If you or someone you know is experiencing sexual harassment, relationship violence, stalking, and/or sexual assault, there are campus resources available to provide support and assistance. UNT's Survivor Advocates can assist a student who has been impacted by violence by filing protective orders, completing crime victim's compensation applications, contacting professors for absences related to an assault, working with housing to facilitate a room change where appropriate, and connecting students to other resources available both on and off campus. The Survivor Advocates can be reached at SurvivorAdvocate@unt.edu or by calling the Dean of Students Office at 940-565- 2648. Additionally, alleged sexual misconduct can be non-confidentially reported to the Title IX Coordinator at oeo@unt.edu or at (940) 565 2759.

Use of Student Work

A student owns the copyright for all work (e.g. software, photographs, reports, presentations, and email postings) he or she creates within a class and the University is not entitled to use any student work without the student's permission unless all of the following criteria are met:

- The work is used only once.
- The work is not used in its entirety.
- Use of the work does not affect any potential profits from the work.
- The student is not identified.
- The work is identified as student work.

If the use of the work does not meet all of the above criteria, then the University office or department using the work must obtain the student's written permission.

Download the UNT System Permission, Waiver and Release Form found at
https://dlit.untDallas.edu/sites/default/files/approval_form_permission_waiver_and_release.pdf

Campus Carry

In accordance with state law and UNT policy, students who are licensed may carry a concealed handgun on campus premises except in locations and at any function, event, and program prohibited by law or by this policy. Students may learn more about UNT's concealed handgun policy at
<https://campuscarry.unt.edu>.

Important Dates

Aug. 26	Classes Begin
Sep. 2	Labor Day (no classes; university closed)
Sep. 10	Beginning this date, a student may drop a course with a grade of W by completing the Request to Drop Class form and submitting it to the Registrar's Office.
Oct. 4	Last day for change in pass/no pass status.
Nov. 4	Last day to drop a course.
Nov. 11	Beginning this date, a student who qualifies may request an Incomplete, with a grade of I.
Nov. 22	Last day to withdraw (drop all classes). Grades of W are assigned.
Nov. 28 - Dec. 1	Thanksgiving Break (no classes, university closed)
Dec. 5	Last Regular Class Meeting
Dec. 6	Reading Day (no classes)
Dec. 7 - Dec. 13	Final Exams

Note: The course schedule is subject to change. Any changes will be posted on Canvas.

Modules and Readings are expected to be completed before class of that week.

Assignments are due the Sunday after class, unless otherwise noted.

Key:

LTS = Learning Through Service (textbook)
Service-Learning Project Pieces

F451 = Fahrenheit 451 (novel)
 Reflection Assignments

WEEK	MODULE WITH TOPIC	READING	ASSIGNMENTS
Aug. 28	Week 1a: Getting Started Week 1b: Course Orientation		Due before Sun., Sep. 1 at 11:59 pm: <ul style="list-style-type: none"> Getting Started Quiz Course Orientation Quiz CASQ #1
Sep. 4	Week 2: What is Civic Engagement? <i>In class: Presentations from Community Partners</i>	LTS Ch. 1	Due before Sun., Sep. 8 at 11:59 pm: <ul style="list-style-type: none"> Identify your Starting Assumptions and Biases
Sep. 11	Week 3: Engaging with the Community: Collaboration Skills	LTS Chs. 4	Due before Sun., Sep. 15 at 11:59 pm: <ul style="list-style-type: none"> Quiz 1 Attend Your Service-Learning Orientation Team Contract & Timeline Pre-Reflection
Sep. 18	Week 4: Building and Using Social Capital <i>In class: Discussion Lead 1</i>	LTS Chs. 2 & 8	<ul style="list-style-type: none"> <i>Discussion Lead Only: Upload Handout before 11:59 pm Tuesday</i> Due before Sun., Sep. 22 at 11:59 pm: <ul style="list-style-type: none"> Reflection Journal Home Page Reflection Journal #1
Sep. 25	Week 5: Civic Engagement in a Diverse Society <i>In class: Discussion Lead 2</i>	LTS Ch. 5	<ul style="list-style-type: none"> <i>Discussion Lead Only: Upload Handout before 11:59 pm Tuesday</i> Due before Sun., Sep. 29 at 11:59 pm <ul style="list-style-type: none"> Quiz 2
No class Oct. 2	Exam 1 (via Canvas) (Open Sep. 30 - Oct. 2)		Due before Sun., Oct. 6 at 11:59 pm: <ul style="list-style-type: none"> Reflection Journal #2
Oct. 9	Week 7: Civic Engagement to Address Homelessness <i>In class: Discussion Lead 3</i>	F451 Part 1	<ul style="list-style-type: none"> <i>Discussion Lead Only: Upload Handout before 11:59 pm Tuesday</i>
Oct. 16	Week 8: Civic Engagement to Address Poverty and Food Insecurity <i>In class: Class Updates</i>	F451 Part 1	<ul style="list-style-type: none"> Due in class: Class Update Due before Sun., Oct. 20 at 11:59 pm: <ul style="list-style-type: none"> Quiz 3 Reflection Journal #3

WEEK	MODULE WITH TOPIC	READING	ASSIGNMENTS
Oct. 23	Week 9: Civic Engagement to Address Immigration and Refugees <i>In class: Discussion Lead 4</i>	F451 Part 2	<ul style="list-style-type: none"> Discussion Lead Only: Upload Handout before 11:59 pm Tuesday
Oct. 30	Week 10: Civic Engagement to Address People with Disabilities <i>In class: Discussion Lead 5</i>	F451 Part 2 F451 Part 3	<ul style="list-style-type: none"> Discussion Lead Only: Upload Handout before 11:59 pm Tuesday <p>Due before Sun. Nov. 3 at 11:59 pm:</p> <ul style="list-style-type: none"> Reflection Journal #4
Nov. 6	Week 11: Declining Civic Engagement and the Impact of Social Change <i>In class: Discussion Lead 6</i>	F451 Part 3	<ul style="list-style-type: none"> Discussion Lead Only: Upload Handout before 11:59 pm Tuesday
Nov. 13	Week 12: Societal Problems and the Cost of Disengagement <i>In class: Discussion Lead 7</i>	Systems Thinking for Social Change, pp. 13-18 (link in Canvas)	<ul style="list-style-type: none"> Discussion Lead Only: Upload Handout before 11:59 pm Tuesday <p>Due before Sun., Nov. 17 at 11:59 pm:</p> <ul style="list-style-type: none"> Quiz 4 Reflection Journal #5
Nov. 20	Week 13: Civic Engagement Tools: Dialogue and Innovation <i>In class: Discussion Lead 8</i>	Understanding Social Entrepreneurship, pp. 1-20 (link in Canvas)	<ul style="list-style-type: none"> Discussion Lead Only: Upload Handout before 11:59 pm Tuesday Project Outputs due by Fri. Nov. 22, 5 pm
No class Nov. 27	Week 14: Participatory Citizenship: Giving Back		<p>Happy Thanksgiving!</p> <p>Work on your Presentations (due next week)</p>
Dec. 4	Week 15: Becoming a Civically Engaged Problem Solver <i>In class: Service-Learning Presentations and Celebration</i>		<ul style="list-style-type: none"> Due in class: Presentations (submit presentation to Canvas) <p>Due before Thu. Dec. 5:</p> <ul style="list-style-type: none"> SPOT Evaluations (<i>extra credit</i>) <p>Due before Sun., Dec. 8 at 11:59 pm:</p> <ul style="list-style-type: none"> Peer Evaluations Final Reflection CASQ #2 Social Issues in Local News (<i>extra credit</i>)
No class: Finals Week	Exam 2 (via Canvas) (Open Dec. 9 - Dec. 11)		