

**XIDS 2002-17**  
**WDYKA Hogwarts as a Marauder's Map to College**  
Tuesdays 5:00 pm - 6:40 PM  
Center Point Suites Classroom 2030  
Fall Semester 2017

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**Office Hours:**  
Tuesdays 3:00-4:50 pm; 6:40-7:00 pm  
and by appointment

**Course Description:** Welcome to Hogwarts! This seminar is your first opportunity to be sorted into the house that will guide and assist you on your journey toward personal growth and professional success. While UWG might seem far removed from the magical realm of Hogwarts, they are both places of knowledge and learning, and we can discover a lot about what it takes to be successful at UWG by exploring what we know about Hogwarts and the world of Harry Potter. Participation in this seminar assumes that you already have a strong familiarity with the Harry Potter novels and films (we will be examining both, different as they are), and you will be expected to bring your knowledge and insights about both to our work together in the seminar.

**First-Year Seminar Goals:**

**Goal 1--** *Introduce first-year students to the importance of life-long, active learning and the value of intellectual inquiry as keys to academic success in college and professional success beyond college.*

**Goal 2--** *Provide first-year students with an opportunity for meaningful intellectual and professional dialogue with faculty members as a way to develop mentoring relationships and foster positive faculty-student interactions throughout their college careers.*

**Learning Outcomes:**

**Written and Oral Communication--***Students will adapt written and oral communication to specific rhetorical purposes and audiences.*

**Integrative Learning--***Students will recognize and begin to implement the skills necessary to become life-long, active learners through the exploration of an academic topic that focuses on a contemporary and/or enduring topic, question, or problem.*

**Required Texts:**

All required reading assignments for the seminar can be found on CourseDen. You will be required to print these out and bring with you to the seminar.

**Course Evaluation**

- 25% In-Class Assignments (every week)
- 25% Homework Assignments (every week)
- 30% Learning Projects (two, see syllabus for dates)
- 20% Final Seminar Learning Project (see syllabus for date)

**Grading Scale:** Students are assigned a letter grade for each assignment ranging from A+ to F based on the numerical scale below. This grade will be used when calculating the final average at the end of the semester.

97-100 = A+	87-89 = B+	77-79 = C+	67-69 = D+	below 60 = F
94-96 = A	84-86 = B	74- 76 = C	64-66 = D	
90-93 = A-	80-83 = B-	70- 73 = C-	60-63 = D-	

**Grades and Educational Privacy Rights (FERPA):** All of the information that you need to calculate your grade is on this syllabus. It is your responsibility to keep up with your grades and average. If you need help calculating your grade, please schedule an appointment so that we can discuss it in person. I do not discuss grades during class sessions or in front of other students. UWG policy prohibits discussion or transmission of grades via email. The Family Educational Rights and Privacy Act (FERPA) prohibits discussion or disclosure of a student's grades or performance in a class with any outside party (including parents or legal guardians) without the student's written permission. Information about FERPA and forms granting permission are available at this link: <https://www.westga.edu/administration/president/general-counsel/ferpa-tips.php>

**Attendance Requirements:** I expect you to be present and on time for all class meetings. Readings and homework assignments should be completed in advance of each class. You should be prepared to participate actively in class discussions OR by simply *asking* questions. Remember: if you do not understand something presented in class, *ask*. If you are going to be absent from class, you should let me know, preferably in advance. If you find it unavoidable to miss class, be aware of the following guidelines: 1) Two (2) absences are allowed during the semester. Every absence thereafter will result in a 5 point grade reduction of your final grade in the course, regardless of the nature of the absence. After four absences, the student will have two options: withdraw from the class, which will generate a W if done before the withdrawal deadline—or a WF if after that deadline; or remain on the roll (still attending classes, if so desired) and receive an F for the course/semester. If you suspect that outside responsibilities might cause you to miss more than four classes, then you should consider taking the course at another time. I do not make distinctions between excused and unexcused absences, so you should use your allotted absences wisely. Unplanned or unexpected occurrences are likely to occur, so be prepared to use absences for these events only; 2) Tardies will be counted as part of the attendance requirements. Two late arrivals will equal one absence. Class roll will be taken at the beginning of every class. If you arrive late, it is your responsibility to let me know immediately after class or you will be counted absent. It is your responsibility to keep up with your absences and tardies. Reasons related to outside employment or work in other classes are not legitimate excuses for leaving class early or arriving late; 3) Sleeping at any time during the class period will be counted as an absence; 4) Disruptive behavior at any time during the class period will be counted as an absence.

**In-Class Assignments:** At every seminar meeting, we will have work that we do in class for which you will receive a grade. This work will include such things as brief writing assignments, quizzes related to the course readings and/or homework assignments for that day, or individual presentations and collaborative reports we complete in class. Since these assignments are directly related to our work in class and reward the active contributions that you make while in class to our learning together, you cannot make these assignments up if you miss class.

**Homework Assignments:** Every week, you will have homework assignments. These assignments will include the following: 1) reading assignments which you can find on CourseDen; 2) guided learning assignments in which you will be asked to research and develop information on a topic that you will bring to class; and 3) writing-to-learn assignments. Writing assignments will include one-page WIT (“What I’m Thinking”) response papers that you will share in class. I will provide you with more information on how to prepare and write these short WIT responses, but, in general, they should be focused on a single idea or critical question related to our class topics and discussions. Additional guidelines for all of these assignments and the dates that they are due will be posted on CourseDen. Homework assignments turned in late will incur a late penalty.

**Learning Portfolio:** At two points in the semester (see syllabus for specific dates), you will submit two learning portfolio. These portfolios will build upon homework and in-class assignments and allow you to focus in greater depth and detail on a seminar-related topic that interests you. Portfolios will also encourage you to focus on the learning process itself and invite you to think critically about how you learn, focusing on the following key areas:

**Connections to Experience:** Reflecting on how your life experiences connect to your academic knowledge of a topic;

**Interdisciplinary Awareness:** Learning that makes connections between different disciplines or perspectives;

**Written Communication:** Articulating the value of writing as a form of learning and utilizing it to enrich your understanding of a topic; and

**Reflection and Self-Assessment:** Developing a sense of yourself as a learner, reflecting on not just what you have learned but how you learn.

Guidelines for the learning portfolios will be available on CourseDen. Portfolios turned in late will incur a late penalty.

**Final Seminar Project:** The final seminar project will be modeled on the initial learning portfolios above but will be more in-depth and build comprehensively upon the knowledge and skills you have learned throughout the seminar. Your final project can focus on any topic related to the seminar that interests you. Final projects will also incorporate the key learning areas above (connections to experience, interdisciplinary awareness, written communication, and reflection / self-assessment) and will include an in-class presentation component. Guidelines for the final project will be available on CourseDen. Projects turned in late will incur a late penalty.

**Writing Format and MLA Documentation Style:** All writing assignments in this course must follow Modern Language Association (MLA) format. Assignments (unless instructed otherwise) should be typed and use Times New Roman typeface and 12 point font. Guidelines for all major writing, grammar, and MLA format requirements can be found on CourseDen. I will use these guidelines when I assess your written assignments.

**Late Assignment Policies:** Students are responsible for knowing when assignments are due. Major out-of-class essays that are submitted late will be subject to the following grade deductions:

Submitted late on due date: 3 point grade deduction

Submitted one day (within 24 hours) after due date: letter grade or 8 point grade deduction.

Submitted two days (within 48 hours) after due date: 14 point grade deduction.

Submitted three days after due date: 20 point grade deduction.

Submitted more than a week after due date: 30 point grade deduction.

Submitted more than two weeks after the due date: Zero (not accepted for grading after this deadline).

I realize that extenuating circumstances sometimes occur; therefore, you are allowed to submit one of the two learning portfolios after the submission deadline, if you make arrangements with me to do so in advance. You must email me prior to the date that the essay is due to make your request. This policy applies ONLY to the first two learning portfolios, not in-class assignments, homework assignments, and the final project. After 48 hours, the grade deductions listed in the late assignment policies above will go into effect.

**Revision Policy:** I will be available to meet with you prior to the assignment deadlines to discuss topics, organization of your assignments, and other questions you may have about the process. While I will not proof-read drafts of your writing, I will answer specific questions about drafts of any of writing you produce in the class, *if* you arrange to meet with me in advance. Please note that I probably will not be able to offer any substantial assistance if you wait until the last minute to submit your writing or request to meet with me the day an assignment is due. Advance planning on your part is essential. Students who make a grade of C or lower on either of the two learning portfolio assignments may revise them essay for a higher grade, if the assignment was turned in on time. The maximum a grade can be increased through revisions is one letter grade (for example, a grade of D can be revised to a C if all the revision criteria are met). Revisions for a higher grade are only allowed on learning portfolios.

**Extra Credit:** I do not give extra credit for additional work beyond the assignments listed here.

**Conferences and Outside Assistance:** I am available to meet with you outside of class to discuss your progress and to assist you with you on upcoming and completed (graded) assignments, assigned readings, and homework. If you are having trouble with the material in this course or have questions and/or concerns you would like to discuss, please set up a time to meet with me. My office hours are listed on this syllabus, but I am available to meet with you at other days and times throughout the week. I also work in the provost's office, so I am not always in my English department office; however, I am on campus throughout the week and can arrange to meet with you at days and times outside of my scheduled office hours as needed. Just email me to set up a time.

**Course Communication & UWG Email:** UWG students are provided a MyUWG e-mail account. This email account is the official means of communication between the university and the student, including communication with instructors about courses. Please use your MyUWG email when communicating with me about this course. Do not use outside email accounts. Typically, I will respond to email within one business day, usually sooner. Response times may longer on the weekend since I do not always have access to my UWG email account. If there is an emergency, you also can contact me at my office phone (678-839-5230). Please make sure to include your name, contact information, and the purpose of your call. Email messages should begin with a professional address line, use appropriate professional language, and reasonably edited prose (i.e. complete sentences, correct spelling, no text-messaging lingo, etc.). Always conclude your email with your name, followed the course title and number (XIDS 2002). This helps me keep track of our correspondence.

**Remind:** In addition to UWG email, I use Remind (<https://www.remind.com>) to communicate with you about this course. Announcements may include reminders about upcoming assignments, changes in the schedule, or—in rare instances—class cancellations. Information about Remind and how to use it can be found on CourseDen. You can receive announcements directly via text message or you can download the Remind app. Using Remind means you do not have to be signed on to CourseDen to see new course announcements or updates and your phone number remains private. To sign up for notifications on your iPhone or Android phone, open your web browser on your phone and go to the following link: <http://rmd.at/xids2002>. If you don't have a smartphone, get text notifications by texting the message @xids2002 to the number 81010 OR try texting @xids2002 to (678) 971-3753. You can also sign up for email notifications by here: <https://www.remind.com/join/xids2002>. Once the course has ended, you will be removed from the notification system. Signing up is completely optional, but you will be responsible for any announcements you miss.

**Electronic Devices:** Please turn off all cell phones, pagers, and other electronic devices before entering class. No text messaging or phone calls are permitted during class. Use of cell phones in class will result in in your dismissal from class and recorded as an absence. Laptops may be used in class but only for class-related work only. Use for other purposes will result in your dismissal from class with an absence.

**CourseDen & Technology:** This is a technology-supplemented course, so you need to be familiar with CourseDen and have basic technology skills to participate in this course. Reading and homework assignments, assignment guidelines, and other supplemental information related to this course will be posted on CourseDen. If you are having trouble with access to technology (CourseDen, MyUWG) please contact Distance Education's Student Support (<https://www.westga.edu/uwgonline/students.php>).

**Americans with Disabilities Act:** Students with documented disabilities may work with UWG Accessibility Services to receive essential accommodations specific to their disabilities. Access to accommodations are determined by documentation and USG Board of Regents standards that are based on the Federal policies (Americans with Disabilities Act). If a student needs course adaptations or accommodations because of a disability or chronic illness, or if he/she needs to make special arrangements in case the building must be evacuated, the student should notify his/her instructor in writing and provide a copy of his/her Student Accommodations Report (SAR), which is available only from Accessibility Services. *Faculty cannot offer accommodations without timely receipt of the SAR; further, no retroactive accommodations will be given.* If you have a registered disability through UWG, see me at the beginning of the semester so that I can work with you to determine what accommodations might be warranted. For more information, contact Accessibility Services in 123 Row Hall by calling 678-839-6428 or email [counseling@westga.edu](mailto:counseling@westga.edu). You can also find information on their website: <https://www.westga.edu/student-services/counseling/accessibility-services.php>

**UWG Cares:** College can sometimes be a stressful experience. There are free campus resources to help you. The number for the UWG Counseling Center (with free counseling) is 678-839-6428. The national suicide prevention lifeline is 1 (800) 273-8255. Call them if you are someone you know needs assistance. If you want someone to get help who seems unwilling to do so, visit <http://www.westga.edu/uwgcared> and use the link provided to contact the UWG professional staff anonymously. UWG wants to create a supportive and successful learning environment for everyone.

**University of West Georgia Honor Code:** At the University of West Georgia, we believe that academic and personal integrity are based upon honesty, trust, fairness, respect, and responsibility. Students at West Georgia assume responsibility for upholding the honor code. West Georgia students pledge to refrain from engaging in acts that do not maintain academic and personal integrity. These include, but are not limited to, plagiarism, cheating, fabrication, aid of academic dishonesty, lying, bribery or threats, and stealing. Academic dishonesty of any kind will not be tolerated in this class, including essays, quizzes, and materials submitted for a grade. The University of West Georgia maintains and monitors a confidential Academic Dishonesty Tracking System. This database collects and reports patterns of repeated student violations across all the Colleges, the Ingram Library, and the School of Nursing. Each incidence of academic dishonesty is subject to review and consideration by the instructor, and is subject to a range of academic penalties including, but not limited to, failing the assignment and/or failing the course. Student conduct sanctions range from verbal warning to suspension or expulsion depending on the magnitude of the offense and/or number of offenses. The incident becomes part of the student's conduct record at UWG. Additionally, the student is responsible for safeguarding his/her computer account. The student's account and network connection are for his/her individual use. A computer account is to be used only by the person to whom it has been issued. The student is responsible for all actions originating through his/her account or network connection. Students must not impersonate others or misrepresent or conceal their identities in electronic messages and actions. It is your responsibility to report instances of academic dishonesty if you see them occur. UWG Honor Code: <http://www.westga.edu/handbook/>

**Classroom Etiquette and Disruptive Behavior:** This is a college classroom and a professional setting, similar to a work environment. I expect students to be ready to work at the beginning of class. This means arriving on time, having all reading materials and assignments prepared and available for use in class. You may use laptops, but you may not use wireless connections to surf the Internet or email. If you need to leave class early for whatever reason, let me know before the beginning of class. You may bring drinks to class (make sure containers have lids) but no food is allowed. Students may be dismissed from any class meeting during which they exhibit behavior that disrupts the learning environment of others. Such behavior includes—but is not limited to—arriving late for class, allowing cell phones to ring, speaking disrespectfully to the instructor and/or to other students, checking email or texting, and using personal electronic devices. Each dismissal of this kind will count as an absence and will be applied toward the course attendance policy. Repeated disruptive behavior that interferes with teaching or affects the learning of others in the class may result in failing this course. If you have concerns about disruptive behavior or would like to talk about the classroom environment or your participation in the class, please set up a time to meet with me. UWG Policies: <https://www.westga.edu/administration/vpsa/disruptive-distressed.php>

**Title IX Compliance:** The Board of Regents, the governing body for the University System of Georgia, recently passed new rules regarding sexual misconduct and its reporting. As of July 1, 2016, all faculty and staff must promptly and fully report complaints of or information regarding sexual misconduct to the Title IX Coordinator on campus. This means that most employees at UWG—including faculty—cannot guarantee confidentiality if you tell them in a meeting or in other settings about an instance of sexual misconduct. Legally, faculty are required to report such instances to UWG's Title IX Coordinator. The following UWG offices and individuals **CAN** offer confidential support, and students are strongly encouraged to talk to them if circumstances warrant it. Faculty can assist you with contacting these offices.

UWG Counseling Center (<http://www.westga.edu/counseling>)

Tel. 678 839-6428

UWG Health Services (<http://www.westga.edu/health>)

Tel. 678-839-6452

UWG Student Advocacy (<https://www.westga.edu/student-services/health/sexual-assault.php>)

Tel. 678-839-0641 (90641 on campus)

Additional Information on UWG Common Course Policies can be found here:

<https://www.westga.edu/UWGSyllabusPolicies/>

**NOTE:** Please make a paper and/or electronic copy of all written work you turn in to me, in case it is misplaced or lost. I will not give you credit for work you claim to turn in that I do not have in my possession.