

HNRS Practicum—Spring
Tuesdays 4:30-5:20pm, UC 3110 (Honors Classroom)

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Office Hours: Fridays 9:00am-11:30am and by appointment

HNRS Practicum is a one-credit course that offers Honor students an opportunity to put practical skills learned in the classroom into action. The primary outcome of this class is the yearly Lyceum Research Showcase, which the students will directly oversee. But additionally, students will read, discuss, and practice various leadership and communication skills and abilities. This course will meet once a week to review weekly professional topics under three different umbrella concepts: Personal Development, Leadership Development, Event Planning. Discussion and further knowledge will not only aide students in the planning and implementation of the Lyceum, but will also help in their professional development. In addition to weekly readings, class discussions, and personal reflection, students will split into committees to complete tasks necessary to the implementation of the Lyceum. Lastly, students will be required to attend the Lyceum. This course is designed to be taken in the spring of their junior year.

Student Learning Outcomes

- Students will attend the Honors Lyceum Research Showcase held in April.
- Students will develop skills in leadership, communication, and personal growth
 - Students will review preparatory material for all class meetings.
 - Students will participate in a seminar-style discussion about the topics and issues covered in class.

Course Materials

All readings and materials will be posted on Canvas or handed out to students in class at least a week prior to discussion. Students are expected to keep track of and have course material readily accessible, including any materials on Canvas.

Evaluation

Students are evaluated on the following assignments:

- Class Attendance (22 pts)
- Class Readings and Participation (22 pts)
- Committee Work and Evaluation (40 pts)
- Reflection Journal (55 pts)

Students will earn a satisfactory evaluation by preparing and fully participating in the assignments listed above.

For every day an assignment is late, students will lose 10% of the grade. Failure to turn in assignment within the week will result in an automatic zero.

Class Attendance

The Honors practicum is an opportunity for students to put into practice what is learned in the classroom, therefore, it is imperative that students attend class. **Students are expected to attend every class.** The Lyceum's success depends on the students' communication in class. If they are unable to attend, then they must notify the instructor.

Reading and Participation

Each member of the class shares the responsibility for creating a positive and stimulating learning environment. Preparation, participation, and respect for the ideas of others will allow

for in-depth exploration of complex issues and examination of multiple perspectives. Your thoughtful comments, questions, and insights are needed to enhance the learning for all students and thus contribute to a creative and constructive experience. Prompt attendance at all class sessions is required. Tardiness, late work, and/or lack of engagement will negatively impact this part of your grade.

Each week the instructor will provide 3-5 different readings. Please read at least one in order to participate in class. The others are optional and for your own edification. It will be your responsibility to come to class with at least one discussion question.

Course Layout

Each week we will spend 15-20 minutes discussing the articles, what we learned, and how that applies to the Lyceum. The following 10 minutes you will spend with your committee discussing updates. We will then report out to the class and the others will have the opportunity to ask questions for the remainder of the class. Some classes may be more lecture or activity based, depending on the topic.

UT Tyler Honor Code

Every member of the UT Tyler community joins together to embrace: Honor and integrity that will not allow me to lie, cheat, or steal, nor to accept the actions of those who do.

Students Rights and Responsibilities

To know and understand the policies that affect your rights and responsibilities as a student at UT Tyler, please follow this link: <http://www.uttyler.edu/wellness/rightsresponsibilities.php>

Campus Carry

We respect the right and privacy of students 21 and over who are duly licensed to carry concealed weapons in this class. License holders are expected to behave responsibly and keep a handgun secure and concealed. More information is available at <http://www.uttyler.edu/about/campus-carry/index.php>

UT Tyler a Tobacco-Free University

All forms of tobacco will not be permitted on the UT Tyler main campus, branch campuses, and any property owned by UT Tyler. This applies to all members of the University community, including students, faculty, staff, University affiliates, contractors, and visitors. Forms of tobacco not permitted include cigarettes, cigars, pipes, water pipes (hookah), bidis, kreteks, electronic cigarettes, smokeless tobacco, snuff, chewing tobacco, and all other tobacco products. There are several cessation programs available to students looking to quit smoking, including counseling, quitlines, and group support. For more information on cessation programs please visit www.uttyler.edu/tobacco-free.

Grade Replacement/Forgiveness and Census Date Policies

Students repeating a course for grade forgiveness (grade replacement) must file a Grade Replacement Contract with the Enrollment Services Center (ADM 230) on or before the Census Date of the semester in which the course will be repeated. (For Fall, the Census Date is Sept. 12.) Grade Replacement Contracts are available in the Enrollment Services Center or at <http://www.uttyler.edu/registrar>. Each semester's Census Date can be found on the Contract itself, on the Academic Calendar, or in the information pamphlets published each semester by the Office of the Registrar.

Failure to file a Grade Replacement Contract will result in both the original and repeated grade being used to calculate your overall grade point average. Undergraduates are eligible to exercise grade replacement for only three course repeats during their career at UT Tyler; graduates are eligible for two grade replacements. Full policy details are printed on each Grade Replacement

Contract.

The Census Date (Sept. 12th) is the deadline for many forms and enrollment actions of which students need to be aware. These include:

- Submitting Grade Replacement Contracts, Transient Forms, requests to withhold directory information, approvals for taking courses as Audit, Pass/Fail or Credit/No Credit.
- Receiving 100% refunds for partial withdrawals. (There is no refund for these after the Census Date)
- Schedule adjustments (section changes, adding a new class, dropping without a "W" grade)
- Being reinstated or re-enrolled in classes after being dropped for non-payment
- Completing the process for tuition exemptions or waivers through Financial Aid

State-Mandated Course Drop Policy

Texas law prohibits a student who began college for the first time in Fall 2007 or thereafter from dropping more than six courses during their entire undergraduate career. This includes courses dropped at another 2-year or 4-year Texas public college or university. For purposes of this rule, a dropped course is any course that is dropped after the census date (See Academic Calendar for the specific date). Exceptions to the 6-drop rule may be found in the catalog. Petitions for exemptions must be submitted to the Enrollment Services Center and must be accompanied by documentation of the extenuating circumstance. Please contact the Enrollment Services Center if you have any questions.

Disability/Accessibility Services

In accordance with Section 504 of the Rehabilitation Act, Americans with Disabilities Act (ADA) and the ADA Amendments Act (ADAAA) the University of Texas at Tyler offers accommodations to students with learning, physical and/or psychological disabilities. If you have a disability, including a non-visible diagnosis such as a learning disorder, chronic illness, TBI, PTSD, ADHD, or you have a history of modifications or accommodations in a previous educational environment, you are encouraged to visit <https://hood.accessiblelearning.com/UTTyler> and fill out the New Student application. The Student Accessibility and Resources (SAR) office will contact you when your application has been submitted and an appointment with Cynthia Lowery, Assistant Director of Student Services/ADA Coordinator. For more information, including filling out an application for services, please visit the SAR webpage at <http://www.uttyler.edu/disabilityservices>, the SAR office located in the University Center, # 3150 or call 903.566.7079.

Student Absence due to Religious Observance

Students who anticipate being absent from class due to a religious observance are requested to inform the instructor of such absences by the second class meeting of the semester. Revised 05/17 Student Absence for University-Sponsored Events and Activities If you intend to be absent for a university-sponsored event or activity, you (or the event sponsor) must notify the instructor at least two weeks prior to the date of the planned absence. At that time the instructor will set a date and time when make-up assignments will be completed.

Social Security and FERPA Statement

It is the policy of The University of Texas at Tyler to protect the confidential nature of social security numbers. The University has changed its computer programming so that all students have an identification number. The electronic transmission of grades (e.g., via e-mail) risks violation of the Family Educational Rights and Privacy Act; grades will not be transmitted electronically.

Emergency Exits and Evacuation

Everyone is required to exit the building when a fire alarm goes off. Follow your instructor's directions regarding the appropriate exit. If you require assistance during an evacuation, inform your instructor in the first week of class. Do not re-enter the building unless given permission by University Police, Fire department, or Fire Prevention Services.

Student Standards of Academic Conduct

Disciplinary proceedings may be initiated against any student who engages in scholastic dishonesty, including, but not limited to, cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

1. "Cheating" includes, but is not limited to:
 - a. copying from another student's test paper;
 - b. using, during a test, materials not authorized by the person giving the test;
 - c. failure to comply with instructions given by the person administering the test;
 - d. possession during a test of materials which are not authorized by the person giving the test, such as class notes or specifically designed "crib notes". The presence of textbooks constitutes a violation if they have been specifically prohibited by the person administering the test;
 - e. using, buying, stealing, transporting, or soliciting in whole or part the contents of an unadministered test, test key, homework solution, or computer program;
 - f. collaborating with or seeking aid from another student during a test or other assignment without authority;
 - g. discussing the contents of an examination with another student who will take the examination;
 - h. divulging the contents of an examination, for the purpose of preserving questions for use by another, when the instructors has designated that the examination is not to be removed from the examination room or not to be returned or to be kept by the student;
 - i. substituting for another person, or permitting another person to substitute for oneself to take a course, a test, or any course-related assignment;
 - j. paying or offering money or other valuable thing to, or coercing another person to obtain an unadministered test, test key, homework solution, or computer program or information about an unadministered test, test key, home solution or computer program;
 - k. falsifying research data, laboratory reports, and/or other academic work offered for credit;
 - l. taking, keeping, misplacing, or damaging the property of The University of Texas at Tyler, or of another, if the student knows or reasonably should know that an unfair academic advantage would be gained by such conduct; and
 - m. misrepresenting facts, including providing false grades or resumes, for the purpose of obtaining an academic or financial benefit or injuring another student academically or financially. "Plagiarism" includes, but is not limited to, the appropriation, buying, receiving as a gift, or obtaining by any means another's work and the submission of it as one's own academic work offered for credit.
2. "Collusion" includes, but is not limited to, the unauthorized collaboration with another person in preparing academic assignments offered for credit or collaboration with another person to commit a violation of any section of the rules on scholastic dishonesty.
3. All written work that is submitted will be subject to review by plagiarism software.

UT Tyler Resources for Students

- UT Tyler Writing Center (903.565.5995), writingcenter@uttyler.edu

- UT Tyler Tutoring Center (903.565.5964), tutoring@uttyler.edu
- The Mathematics Learning Center, RBN 4021, this is the open access computer lab for math students, with tutors on duty to assist students who are enrolled in early-career courses.
- UT Tyler Counseling Center (903.566.7254)

Criteria	Outstanding - 4	Proficient - 3	Basic - 2	Below Expectations -1
Critical Thinking	Rich in content; insightful analysis, synthesis and evaluation, clear connections made to real-life situations or to previous content.	Substantial information; evidence of analysis, synthesis and evaluation; general connections are made, but are sometimes too obvious or not clear.	Information is thin and common place; attempts made at analysis, synthesis and evaluation; connections are limited, vague generalities are posted.	Rudimentary and superficial; little analysis, synthesis or evaluation; little to no connections with any other class materials or are off topic.
Personal Reflection	Entries are high quality consisting of personal reflections that connect between real-life, learning, and readings/class discussions.	Connects ideas and thoughts to personal life; Evidence of personal connection to learning or readings/class discussions.	Little evidence of personal connection, many connections need further explanation or justification.	Lack of connection to real-life situations.
Spelling & Grammar	Entry was thought-out and logical. Very few errors.	-----	-----	No logical flow; Numerous errors make entry difficult to read or comprehend.

Reflection Journal Expectations -

- Every week submit journal entry on Canvas
- Students will rotate posing a reflection question(s) for the week.
- Posts will be at least a page long (300 words).
- Posts are due the Tuesday after class by 4:30pm.

Schedule: The list below contains the topics for the 14 course meetings of the semester:

Jan 14	Introduction/Syllabus
Jan 21	Emotional Intelligence Part I
Jan 28	Emotional Intelligence Part II
Feb 4	
Feb 11	
Feb 18	
Feb 25	
March 3	
March 17	
March 24	
March 31	
April 7	
April 14	
April 17	4th Annual UT Tyler Lyceum
April 21	Reflections and suggestions for next year
No Final Exam	

Committee Options:

- Poster Session (TBD)
- Presentation Sessions (TBD)
- Awards Ceremony (TBD)