Course Information
Section/CRN: 541/43284
Meeting Time: Monday 8 – 8:50 AM
Class Zoom Link:  
https://tamu.zoom.us/j/91765789997?pwd=WTJRWWphb2htVm9sNU5zcVFkUHJXUT09
Meeting ID: 917 6578 9997
Passcode: 251013

Instructor Information
Name: Dr. Dilma Da Silva
Email: dilma@cse.tamu.edu
Student Hours (Office Hours): Tuesday 5 – 6 PM or by appointment upon request
Student Hours Zoom Link: Available on Canvas

Peer Mentor Information
Name: Andrew Fields
Email: abfields97@tamu.edu
Student Hours (Office Hours): Tuesday 8 – 9 AM
Student Hours Zoom Link: Available on Canvas

Course Description
The Engineering Student Success Seminar is a zero credit seminar that is graded on a Satisfactory/Unsatisfactory (S/U) basis. The purpose of the seminar is to welcome first year engineering students to Texas A&M University and assist with their transition and integration into the College of Engineering. Students will be exposed to opportunities and resources available to them during their undergraduate career at Texas A&M.

Course objectives are:
● To create awareness of university support services
● To create strategies as well as resources for the academic and the interpersonal skills needed to succeed in engineering
● To encourage mentoring and networking for the enhancement of personal development
● To create and facilitate interaction with engineering faculty members

After successful completion of this course:
● Students will be able to identify and utilize campus resources and opportunities.
● Students will be able to identify differences and similarities between engineering disciplines and be able to describe how these disciplines interrelate in both professional and academic environments.
● Students will have developed a strong, cohesive support system that will serve them throughout their academic career.
Course Expectations
You are expected to:
• Always use your @tamu.edu e-mail account to send correspondence between yourself and the teaching team.
• Learn how to use your Canvas account (https://canvas.tamu.edu/) to access course information, assignments and your grades.
• Openly share your ideas and express your opinions in class.
• Respect opinions, values and identities of your classmates, instructors, and guests.
• Honor the open environment of the class by respecting confidentiality when appropriate.
• Be prepared and accountable for class by reading the assigned material ahead of time and be able to answer simple questions over said material.
• Be held accountable for the material that is explicitly discussed in class.
• Do your best work and meet assignment deadlines.
• Attend class as a community expectation.
• Rely on and trust your peers, as well as the faculty and staff, to help you learn the course material.
• Avoid disruptive behaviors such as side conversations, cell phone use, arriving late, and/or leaving early, etc.

Course Digital Community (optional)
We have a Slack workspace available for exchanging messages. Students are not required to use this communication tool. All official communication happens through e-mail and Canvas. Slack is a workplace chat app that is very popular in companies. It is a text message system that has integration with many collaboration, productivity, and project development tools. We are not going to use any of these components, only the messaging channels. The Slack app is available for desktop (for Windows, MacOS, and Linux) and mobile devices (iOS and Android).
The workspace will continue to exist after this course is completed, offering us a convenient way to keep in touch beyond the duration of this course.
Information on how to use Slack will be available on Canvas, with the material for Week 1.

Course Prerequisites
Must be enrolled in the College of Engineering.

Course Textbook and/or resource materials
There is no textbook for this course. Resource materials will be distributed through Canvas.

Course Grading
The following grading scale will be used to determine your semester course grade:
• Satisfactory (S) 100 - 85
• Unsatisfactory (U) 84 - 0

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance &amp; Class Participation</td>
<td>70 (14 class days @ 5 pts)</td>
<td>on-going</td>
</tr>
<tr>
<td>Reflective Essay</td>
<td>15</td>
<td>October 19, before class</td>
</tr>
<tr>
<td>Presentation (group activity)</td>
<td>15</td>
<td>Nov 16, during class</td>
</tr>
</tbody>
</table>

Total = 100
Course Assignments

- **Reflective Essay** – Reflection is an important part of the learning process. Through reflection, it is possible to identify what you already know and discover what you still need a better understanding of. In this course you will start to develop this skill by preparing a reflective essay on your academic experience as first-year engineering student at the midpoint of the semester (i.e., week 9). More details on the essay format and expectations will be distributed during the term.

- **Group Presentation** – Making presentations is an essential part of being an engineer. In this course you will start to develop this skill by making a group presentation on engineering industry sectors which you will learn about throughout the semester. More details on the presentation format and expectations will be distributed during the term. Presentation materials are due in Canvas during week 13 (November 11-17); plan to submit your materials immediately after your in-class presentation.

- **Dear New Aggie Engineer Letter** – Write a letter to a future new engineering student that synthesizes your first semester of college. Describe what you’ve learned, experiences that have challenged you, highlights of your first semester, people in the Texas A&M or Bryan/College Station community who have impacted you, and any advice you have for an incoming Aggie Engineer. Recommended Length: 300-600 words.

**Important Dates & Course Topics**

- August 19 – First day of Fall semester classes
- August 25 – Last day (by 5 p.m.) for adding/dropping courses for Fall semester.
- October 5 – Mid-semester grades due.
- November 10 – Last day (by 5 p.m.) to drop courses with no penalty (Q-drop) or to officially withdraw from the University.
- November 24 – Last day of Fall semester classes
- November 25 – Reading day, no classes
- November 26-27 – Thanksgiving Holiday
- November 30 – Reading day, no classes
- December 1-9 – Final exams
<table>
<thead>
<tr>
<th>Week</th>
<th>Week Begins</th>
<th>Course Topics</th>
<th>Assignments</th>
</tr>
</thead>
</table>
| 1    | 19-Aug      | Welcome, Introductions, & Overview  
Seminar Overview, Introductions, Learning about College Culture | Beginning of Term Reflection, due week 1 (in-class 8/24)                                          |
| 2    | 26-Aug      | Success Strategies  
Hullabaloo U Topic                                                                 | Create Career Center Profile before week 3                                                       |
| 3    | 2-Sep       | Thinking About an Engineering Internship?  
Resources from the Career Center & Preparation for Professional Interactions |                                                                                                 |
| 4    | 9-Sep       | Learning I  
Thinking About Thinking                                                                 | Complete the VARK Questionnaire before week 5                                                  |
| 5    | 16-Sep      | Learning II  
Metacognitive Learning Strategies & Preparing for First Round of Exams |                                                                                                 |
| 6    | 23-Sep      | Engineering Career Explorations I  
plus Key University Library Resources Explained & Demonstrated |                                                                                                 |
| 7    | 30-Sep      | Wellness  
Hullabaloo U Topic                                                                 | Review instructions for Mid-term Reflection, due week 9                                         |
| 8    | 7-Oct       | Healthy Relationships & Bystander Intervention  
Hullabaloo U Topic                                                                 |                                                                                                 |
| 9    | 14-Oct      | Engineering Career Explorations II  
plus Mid-term Reflection & Assessment                                                | Turn in mid-term reflection & Review instructions for Group Presentations, due week 13         |
| 10   | 21-Oct      | Engineering Communication  
Value of Effective Communication & Techniques for Improving your Skills              |                                                                                                 |
| 11   | 28-Oct      | Respect & Inclusion  
Hullabaloo U Topic                                                                 |                                                                                                 |
| 12   | 4-Nov       | Engineering Career Explorations III  
plus Tips and Resources from Scholarship and Financial Aid Office & Money Education Center |                                                                                                 |
| 13   | 11-Nov      | Group Presentations                                                            | Turn in presentation materials & Review instructions for Dear Aggie Engineer Letter, due week 14 |
| 14   | 18-Nov      | End of Term Celebration & Self-Reflection  
Review Expectations from Week 1, Prep for Finals & Complete Course Evaluation | Turn in Dear Aggie Engineer Letter                                                                 |
Attendance & Participation
This is a course that is dependent on active student participation and engagement. You are expected to attend all class meetings and participate fully. **Five points will be deducted from your attendance grade for each unexcused absence. A student will automatically fail upon receiving the 3rd unexcused absence.** TAMU policies regarding student attendance/absences are defined in Part I, Section 7 of the TAMU Student Rules (https://student-rules.tamu.edu/rule07/). For additional information, see the “Attendance Policy” under the “University Policies” section in this syllabus. In addition to those rules, the following policies will apply in this course:

1. An excused absence will be required for any day in which a graded assignment was due or exam was given.
2. There will be no opportunity to makeup in-class or out-of-class assignments, or any other “graded” materials due to an unexcused absence.
3. Each unexcused absence will result in a loss of 5 points from the possible 70 points allocated for Attendance and Class Participation.

Active participation will be assessed through discussions, participation in class activities, completion of in-class assignments and positive attitude. Your participation grade for each class period will be evaluated on the following scale:

<table>
<thead>
<tr>
<th>Points</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>Arrived on time and prepared and actively participated in class discussion and activities. Contributed positively to the class community.</td>
</tr>
<tr>
<td>1-4</td>
<td>Participated in class discussions and activities but may have required prompting; did not detract from class community.</td>
</tr>
<tr>
<td>0</td>
<td>Did not attend or did not participate in class discussions or activities, and/or detracted from the class community. Did not attend one-on-one meetings.</td>
</tr>
</tbody>
</table>

As a component of your attendance and participation grade, you will also be required to schedule a one-on-one meeting with your peer mentor (by September 30) as a way to check in about your progress this semester. Our peer mentor will provide more information about this later.

Due to COVID-19, you must join our class time remotely via Zoom. A consistent Zoom link and password will be provided via email and posted in Canvas to all students prior to the first class period. You will attend class synchronously (in “real time” on the course’s scheduled day/time) via Zoom. In order to earn your participation points for the day, you must have your webcam turned on and actively participate in class discussion and activities. Class activities and discussions have been designed to allow students to actively participate remotely via Zoom. To allow for full participation and community among all classmates, Zoom will be utilized by all students during each class period for small group discussions and activities. As such, each student must have access to a device with Zoom capability for each class period.

*Virtual* social opportunities will be organized throughout the semester and you can earn 5 bonus points for your attendance and participation at each (max of 10 total bonus points can be earned throughout the semester).
University Policies

Attendance Policy
The university views class attendance and participation as an individual student responsibility. Students are expected to attend class and to complete all assignments.

Please refer to Student Rule 7 in its entirety for information about excused absences, including definitions, and related documentation and timelines.

Makeup Work Policy
Students will be excused from attending class on the day of a graded activity or when attendance contributes to a student’s grade, for the reasons stated in Student Rule 7, or other reason deemed appropriate by the instructor.

Please refer to Student Rule 7 in its entirety for information about makeup work, including definitions, and related documentation and timelines.

Absences related to Title IX of the Education Amendments of 1972 may necessitate a period of more than 30 days for make-up work, and the timeframe for make-up work should be agreed upon by the student and instructor” (Student Rule 7, Section 7.4.1).

“The instructor is under no obligation to provide an opportunity for the student to make up work missed because of an unexcused absence” (Student Rule 7, Section 7.4.2).

Students who request an excused absence are expected to uphold the Aggie Honor Code and Student Conduct Code. (See Student Rule 24.)

Academic Integrity Statement and Policy
“An Aggie does not lie, cheat or steal, or tolerate those who do.”

“Texas A&M University students are responsible for authenticating all work submitted to an instructor. If asked, students must be able to produce proof that the item submitted is indeed the work of that student. Students must keep appropriate records at all times. The inability to authenticate one’s work, should the instructor request it, is sufficient grounds to initiate an academic dishonesty case” (Section 20.1.2.3, Student Rule 20).

You can learn more about the Honor Council Rules and Procedures as well as your rights and responsibilities at https://aggiehonor.tamu.edu.

Americans with Disabilities Act (ADA) Policy
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 https://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.
Please let the instructor know if accommodations can be made to allow you to fully participate and thrive in our classroom environment.

**Title IX and Statement on Limits to Confidentiality**
Texas A&M University is committed to fostering a learning environment that is safe and productive for all. University policies and federal and state laws prohibit gender-based discrimination and sexual harassment, including sexual assault, sexual exploitation, domestic violence, dating violence, and stalking.

With the exception of some medical and mental health providers, all university employees (including full and part-time faculty, staff, paid graduate assistants, student workers, etc.) are Mandatory Reporters and must report to the Title IX Office if the employee experiences, observes, or becomes aware of an incident that meets the following conditions (see [University Rule 08.01.01.M1](#)):

- The incident is reasonably believed to be discrimination or harassment.
- The incident is alleged to have been committed by or against a person who, at the time of the incident, was (1) a student enrolled at the University or (2) an employee of the University.

Mandatory Reporters must file a report regardless of how the information comes to their attention – including but not limited to face-to-face conversations, a written class assignment or paper, class discussion, email, text, or social media post. Although Mandatory Reporters must file a report, in most instances, you will be able to control how the report is handled, including whether or not to pursue a formal investigation. The University’s goal is to make sure you are aware of the range of options available to you and to ensure access to the resources you need.

Students wishing to discuss concerns in a confidential setting are encouraged to make an appointment with [Counseling and Psychological Services](#) (CAPS).

Students can learn more about filing a report, accessing supportive resources, and navigating the Title IX investigation and resolution process on the University’s [Title IX webpage](#).

**Campus Safety Measures**
To promote public safety and protect students, faculty, and staff during the coronavirus pandemic, Texas A&M University has adopted policies and practices for the Fall 2020 academic term to limit virus transmission. Students must observe the following practices while participating in face-to-face courses and course-related activities (office hours, help sessions, transitioning to and between classes, study spaces, academic services, etc.):

- **Self-monitoring**—Students should follow CDC recommendations for self-monitoring. **Students who have a fever or exhibit symptoms of COVID-19 should participate in class remotely and should not participate in face-to-face instruction.**
- **Face Coverings**—[Face coverings](#) (cloth face covering, surgical mask, etc.) must be properly worn in all non-private spaces including classrooms, teaching laboratories, common spaces such as lobbies and hallways, public study spaces, libraries, academic resource and support offices, and outdoor spaces where 6 feet of physical distancing is difficult to reliably maintain. Description of face coverings and additional guidance are provided in the [Face Covering policy](#) and [Frequently Asked Questions (FAQ)](#) available on the Provost website.
• Physical Distancing—Physical distancing must be maintained between students, instructors, and others in course and course-related activities.

• Classroom Ingress/Egress—Students must follow marked pathways for entering and exiting classrooms and other teaching spaces. Leave classrooms promptly after course activities have concluded. Do not congregate in hallways and maintain 6-foot physical distancing when waiting to enter classrooms and other instructional spaces.

• To attend a face-to-face class, students must wear a face covering (or a face shield if they have an exemption letter). If a student refuses to wear a face covering, the instructor should ask the student to leave and join the class remotely. If the student does not leave the class, the faculty member should report that student to the Student Conduct office for sanctions. Additionally, the faculty member may choose to teach that day’s class remotely for all students.

Personal Illness and Quarantine
Students required to quarantine must participate in courses and course-related activities remotely and must not attend face-to-face course activities. Students should notify their instructors of the quarantine requirement. Students under quarantine are expected to participate in courses and complete graded work unless they have symptoms that are too severe to participate in course activities.

Students experiencing personal injury or Illness that is too severe for the student to attend class qualify for an excused absence (See Student Rule 7, Section 7.2.2.) To receive an excused absence, students must comply with the documentation and notification guidelines outlined in Student Rule 7. While Student Rule 7, Section 7.3.2.1, indicates a medical confirmation note from the student’s medical provider is preferred, for Fall 2020 only, students may use the Explanatory Statement for Absence from Class form in lieu of a medical confirmation. Students must submit the Explanatory Statement for Absence from Class within two business days after the last date of absence.

Operational Details for Fall 2020 Courses
For additional information, please review the FAQ on Fall 2020 courses at Texas A&M University.

Mental Health & Wellness
Texas A&M University recognizes that mental health and wellness are critical factors that influence a student’s academic success and overall wellbeing. Students are encouraged to engage in healthy self-care by utilizing the resources and services available from Counseling & Psychological Services (CAPS). Students who need someone to talk to can call the TAMU Helpline (979-845-2700) from 4:00 p.m. to 8:00 a.m. weekdays and 24 hours on weekends. 24-hour emergency help is also available through the National Suicide Prevention Hotline (800-273-8255) or at https://suicidepreventionlifeline.org.

Campus Resources
There are many campus resources to assist you in your success as an Aggie. This is by no means an exhaustive list but represents a quick-reference guide to support you through the most common challenges experienced by students at Texas A&M.
<table>
<thead>
<tr>
<th>Concern</th>
<th>Contact</th>
<th>Phone (all area code 979)</th>
<th>Website</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Support: Resource List of Services for Engineering Students</td>
<td>Engineering Academic and Student Affairs</td>
<td>745-7200</td>
<td>tx.ag/engrhlp</td>
</tr>
<tr>
<td>Academic Support: Tutoring, Supplemental Instruction and &amp; Academic Coaching</td>
<td>Academic Success Center</td>
<td>458-4900</td>
<td>asc.tamu.edu</td>
</tr>
<tr>
<td>Academic Support: Writing Help</td>
<td>Writing Center</td>
<td>458-1455</td>
<td>writingcenter.tamu.edu</td>
</tr>
<tr>
<td>Academic Support: Math Help</td>
<td>Math Learning Center</td>
<td>847-7311</td>
<td>mlc.tamu.edu</td>
</tr>
<tr>
<td>Academic Support: Math Week in Review</td>
<td>Math Learning Center</td>
<td>847-7311</td>
<td>mlc.tamu.edu/Online-Help-Services/Online-Week-in-Review-(A)</td>
</tr>
<tr>
<td>Academic Support: Math Help Sessions</td>
<td>Math Learning Center</td>
<td>847-7311</td>
<td>mlc.tamu.edu/Online-Help-Services/MLC-Help-Sessions</td>
</tr>
<tr>
<td>Academic Support: Advising &amp; Major Changes</td>
<td>Your Academic Advisor</td>
<td>458-6111</td>
<td>studentsuccess.tamu.edu/Academic-Advising/For-Students</td>
</tr>
<tr>
<td>Academic Support: (ASC) Study Hub</td>
<td>Academic Success Center</td>
<td>458-4900</td>
<td>studyhub.tamu.edu</td>
</tr>
<tr>
<td>Career Counseling</td>
<td>Career Center</td>
<td>845-5139</td>
<td>careercenter.tamu.edu</td>
</tr>
<tr>
<td>Academic Calendar</td>
<td>Registrar</td>
<td>845-1145</td>
<td>registrar.tamu.edu/General/Calendar.aspx</td>
</tr>
<tr>
<td>Final Exam Schedule</td>
<td>Registrar</td>
<td>845-1145</td>
<td>registrar.tamu.edu/Courses-Calendar, Registration, Scheduling/Final-Examination-Schedules</td>
</tr>
<tr>
<td>Online Catalog for Engineering Students</td>
<td>College of Engineering</td>
<td>845-7200</td>
<td>catalog.tamu.edu/undergraduate/Engineering/</td>
</tr>
<tr>
<td>Counseling (Academic &amp; Personal) &amp; Mental Health</td>
<td>Counseling &amp; Psychological Services</td>
<td>845-4427</td>
<td>caps.tamu.edu</td>
</tr>
<tr>
<td>Finances, Financial Aid, Grants, and Scholarships</td>
<td>Scholarships and Financial Aid</td>
<td>845-3236</td>
<td>financialaid.tamu.edu</td>
</tr>
<tr>
<td>Money Education</td>
<td>Money Education Center</td>
<td>845-7283</td>
<td>money.tamu.edu</td>
</tr>
<tr>
<td>First Generation Student Services</td>
<td>Office for Student Success</td>
<td>458-6111</td>
<td>studentsuccess.tamu.edu/First-Generation</td>
</tr>
<tr>
<td>Hazing</td>
<td>Offices of the Dean of Student Life University Police Department (UPD)</td>
<td>845-4728</td>
<td>studentlife.tamu.edu</td>
</tr>
<tr>
<td></td>
<td></td>
<td>845-2345</td>
<td>upd.tamu.edu</td>
</tr>
<tr>
<td>Religious Observances</td>
<td>Office of the Dean of Faculties</td>
<td>845-4274</td>
<td>dof.tamu.edu/Rules/Religious-Observance</td>
</tr>
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</tr>
<tr>
<td>Health Education (Alcohol and Other Drugs, Nutrition, Sexual Health, etc.)</td>
<td>Health Promotion</td>
<td>845-0280</td>
<td>studentlife.tamu.edu/hp</td>
</tr>
<tr>
<td>Medical Care</td>
<td>Student Health Services</td>
<td>458-8316</td>
<td>shs.tamu.edu</td>
</tr>
<tr>
<td>Multicultural Student Services</td>
<td>Multicultural Services</td>
<td>862-2000</td>
<td>dms.tamu.edu</td>
</tr>
<tr>
<td>Roommate Conflicts (on campus)</td>
<td>Start with your RA</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sexual/Gender Identity &amp; Expression</td>
<td>LGBTQ+ Pride Center</td>
<td>862-8920</td>
<td>studentlife.tamu.edu/lgbtq</td>
</tr>
<tr>
<td>Student Involvement</td>
<td>Student Activities</td>
<td>845-1133</td>
<td>studentactivities.tamu.edu</td>
</tr>
<tr>
<td>Technology/Computer Assistance</td>
<td>Help Desk Central</td>
<td>845-8300</td>
<td>it.tamu.edu/help</td>
</tr>
<tr>
<td>Student Rules</td>
<td>Office of the Dean of Student Lift</td>
<td>845-4728</td>
<td>student-rules.tamu.edu</td>
</tr>
</tbody>
</table>

**Food/Housing Insecurity:** Any student who faces challenges securing their food or housing and believes this may affect their academic performance is urged to contact the instructor. As your instructor, I will do my best to provide you with any resources or services I may be aware of.

*Note.* Adapted from "Aggie Collegiates Ready to Explore the World (ACREW) Course Syllabus," Palomin, L., 2019.