

Professor Name: COL Chris Fudge **Course Name/Section:** LDRS 101-04 **Time:** 1300-1350
Virtual Office Hours: M/W 0900-1100 & 1400-1600 **Class Location:** CA 401 **Day:** M/W
Office Location: 369C Bond Hall **Email:** fudgel@citadel.edu

Course Description

The Leaders 101 course provides the academic and life skills to help you make a successful transition to the unique environment of The Citadel. You will develop your academic skills: reading, listening, note taking, test taking, time management, research, Online Management System (Canvas) competency, in addition to others and will be introduced to campus facilities, resources, and support services. Some attention will also be given to lifestyle and relationship issues such as handling freedom and responsibility, learning the importance of following before leading, managing stress, avoiding substance abuse and sexual harassment, and appreciating cultural diversity.

Required Texts & Materials

LDRS 101 book online in Canvas; Pocket Folder

Course Format: Face-to-face classroom discussion and group work, as well online assignments in Canvas

Course Goals and Learning Outcomes

You will:

1. Learn how to and make a successful transition from high school to college
2. Examine and understand the purposes of higher education and the practice of intellectual engagement
3. Identify and understand what college faculty can expect of you and what you can expect of college faculty
4. Learn about and develop your critical thinking skills and effective time-management strategies
5. Learn about and master Canvas, library skills, your online E-Portfolio as well as learning strategies you need to succeed academically
6. Learn about and plan a course of study that is consistent with and supportive of your interests, abilities, and career goals
7. Identify and manage fatigue and stress
8. Learn about and understand opportunities through the benefits of campus resources and support services and more
9. Learn about the Study Abroad Program and internship opportunities that enhance your educational experience
10. Develop an appreciation for and an ability to interact with people from different racial and ethnic backgrounds

COURSE RESOURCES

Writing/Tutoring Assistance: The Student Success Center is available for content tutorials, supplemental instruction, as well as writing assistance. For your written assignments, you will want to meet with a writing tutor prior to turning in your assignments.

Canvas /Citadel's Approved Learning Management System: Over the course of the semester, I may post reading notes, lesson plans, discussion prompts, self-guided lectures, grades, and other administrative information on the course Canvas site. Students must check Canvas each lesson for pertinent updates and other critical information.

COURSE POLICIES, EXPECTATIONS, AND REQUIREMENTS

COVID-19 Mandatory Mask Policy: You are mandated to wear a mask while in the classroom. If you do not wear a mask, you will be asked to leave class immediately and disciplinary action will be taken. Only time a mask can be pulled away in class is to drink water.

Updated Contact Information: Students must update contact information at the start of each semester to ensure instructor-student communication outside of Canvas, if required.

Course Material: Course material is for the sole use of students currently enrolled in the course and not for redistribution to electronic file sharing sites (share drives, Chegg, Course Hero, etc.).

Disability Policy: The Citadel complies with Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. Students with disabilities who seek accommodations must make their request through Services for Students with Disabilities in the Student Success Center (117 Thompson Hall, 843-953-6877) to verify their eligibility and to identify appropriate accommodations. Students should speak to his/her professor and also make requests for academic accommodations to services for students with disabilities so we can ensure these accommodations and facilitate student success. If you have an immediate access need, please reach out to your faculty immediately in person, via email, or during office hours. Students with short-term disabilities, such as a broken arm, can often work with instructors to minimize classroom barriers. In situations where additional assistance is needed, students should contact the Services for Students with Disabilities as noted above. Please know that accommodations are not retroactive, so avoid any delays.

Weather & Campus Emergencies: In case of adverse weather, or other campus emergency, critical information will be posted on the Bulldog Alert homepage, as well as pushed to email addresses and phone numbers of those people who have updated their contact information within the Bulldog Alerts section of the Lesesne Gateway (or Canvas).

If you have not yet updated your contact information, or set up course notifications within Canvas, you should do so immediately.

Continuity of Instruction (COI): During a pandemic or catastrophic event, and after all face-to-face instruction has been suspended, communication for our class will continue to take place through Citadel email and Canvas. In the event of such an emergency, check your Citadel email account and Canvas course announcements for instructions. The following areas will also adjust during COI:

1. Online Course Requirements

- Computer
- Reliable Internet connection and software (DSL, LAN, or cable connection desirable)
- Access to Canvas
- Webcam
- Scanning (possibly with smartphone)

2. Course Structure

This course will be delivered entirely online through the Citadel's Learning Management System, Canvas. You will need your Citadel CWID and password to login to the course from the Canvas home page (<https://lesesnegateway.citadel.edu/cp/home/displaylogin>).

3. Technical Assistance

If you need technical assistance at any time during the course or to report a problem you can:

- Email the Center for Excellence and Innovation in Teaching, Learning, and Distance Education (CEITL &DE) at ceitlde@citadel.edu
- Visit the Canvas tutorials found in your Citadel Online Student Resource course, or visit the HELP MENU in your course navigation bar.

4. Email

In this course we will use Canvas to send emails to your Canvas email account. Please check your messages regularly.

- Assignments will not be accepted via email.
- Check your Citadel email frequently and at least once daily.

5. Discussion Forums

Discussion Forums are a way for you to engage with each other about the course content. Each lesson module will have a question that links to a forum. You can also access each forum by clicking on the

Discussion Board link in the course navigation menu. In order to get full credit for each discussion, you will need to post a thoughtful, well-written response to the prompt and follow the criteria outlined on the forum rubric.

6. **Virtual Office Hours:** My virtual office hours M/W 0900-1100 and 1400-1600

7. **Attendance Policy:**

Distance education (online) students are subject to The Citadel's attendance policy. Attendance in a distance education (online) course is defined by active participation. Logging into Canvas does not qualify as sufficient evidence of attending as per federal financial aid guidelines, and nonattendance may affect financial aid and/or veterans' benefits. Completion of tests, submission/completion of assignments, and participation in discussion forums are activities used to document enrollment. (Note: logging into the course does not qualify as participation and will not be counted as meeting the attendance requirement). Students who have not documented enrollment and participation by the end of the official drop/add period will be administratively dropped from the roll as "never attended." Students who fail to maintain active participation throughout a distance education (online) course also may be administratively dropped after the official add-drop date without the possibility of reimbursement. For this purpose, an unexplained absence from the course for more than two weeks is considered "non-participation."

8. **Complete Assignments**

All assignments and discussions for this course will be submitted electronically through Canvas unless otherwise instructed. Assignments and discussions must be submitted by the given deadline or special permission must be requested from instructor before the due date. Extensions will not be given beyond the next assignment except under extreme circumstances. Late or missing assignments and discussions will affect the student's grade.

Code of Conduct: Responsibility for professional conduct rests with students as adult individuals and as members of The Citadel community. CGC students and cadets are expected to conduct themselves as responsible adults. All members of the campus community are expected to use reasonable judgement in all aspects of campus life and activity and to show due concern for the welfare and rights of others. Students are expected to adhere to all federal, state, and local laws. The Citadel protects freedom of action and speech, so long as the exercise of this freedom is not of an inflammatory or demeaning nature and does not interfere with the operation of the College. The Citadel's Conduct Policy prohibits the possession of drugs, destruction of property, making false statements of emergency situations, physical or verbal abuse, or harassment of any sort. Students who violate the rules and regulations of The Citadel are subject to expulsion or lesser sanctions. These rules and regulations are published in "Regulations for Non-Cadet Students for Fall and Spring Semester And All Students, Including Cadets, for Maymester or Summer School," which can be found online at: http://www.citadel.edu/root/images/cgc/cgc_catalog/cgc-academic-catalog.pdf

Academic Integrity Statement: Students will submit only their own work for evaluation in this course, except as appropriately documented. All rules and stipulations of The Citadel's Honor Manual and Honor Code apply to this course, including its definitions and policies related to cheating, lying, stealing, and non-toleration. Cheating or evidence of academic dishonesty on any work submitted for evaluation will result in an "F" for both the assignment and the course. To ensure academic integrity, you must abide by both the letter and spirit of all honor, documentation, and citation requirements. Plagiarism in any form is unacceptable, as it fails to meet any standard of academic work. It is your responsibility to read and understand what constitutes intentional and negligent plagiarism. Plagiarism, intentional or negligent, may be referred as an honor violation. The complete Honor Manual may be found at: <http://krausecenter.citadel.edu/wp-content/uploads/2019/08/2019-2020-Honor-Manual-WEB.pdf> and the Honor Code can be found in the CGC Course Catalog: <http://www.citadel.edu/root/images/cgc/cgc-academic-catalog.pdf>

Student Use of Electronic Devices: (optional) Students may use laptop computers or tablets for taking notes so long as they do so in a manner that does not interfere with the learning of others. Students may not play games, work on other assignments, or use their electronic devices during class except for taking notes and/or completing instructor-assigned work.

Missed or Late Work Policy: *Clearly articulate the department's or instructor's policy for evaluating late submissions and penalties for and/or how to make up missed assignments.*

Attendance and Participation Requirements: *Clearly articulate the college's, department's, and instructor's attendance policy. (i.e. - I will record and report attendance for every class meeting. It is the student's responsibility to arrive to class on time, and to maintain class attendance throughout the duration of the semester. With this in mind:*

- Class attendance is mandatory.
- Students may miss class only for authorized reasons (athletic events, academic travel, special ceremonies, guard duties, etc.)
- Illness and personal emergencies may also cause students to be absent for legitimate reasons.
- Should a student miss class for any reason, he/she will make every reasonable effort to notify the professor in advance of the absence.
- The student will be responsible for any material covered in class.
- If a student knows he/she will be absent for an examination or on the due date of a major graded requirement, that student will coordinate with his/her instructor for completion/submission requirements.
- Whether excused or unexcused, absences in excess of 20% of the meetings of a particular course can, at the discretion of the instructor, result in a grade of "F" in the course.)
- Active participation in class discussions and activities is an expectation of this course.

Course Requirements Must be Completed for a Grade and Instructor will provide additional access information.

1. Career Services Questions (Task Stream)
2. Ethical Assignment in (Task Stream)
3. Leadership Assignment (Task Stream)
4. Honor Test (Canvas)
5. Library Research Presentation in Canvas

Course Grades:

Weighted Total

Points or Weighted Grades (Assignments, Participation, etc.)

Grading Scale:

Final Grading is based on the following scale:

A= 90-100%

B= 80-89%

C= 70-79%

D= 60-69%

F=59 and below

COURSE SCHEDULE

Note: Schedule subject to change. Additional reading/activities will be assigned as needed.

Each week will include a face-to-face class meet on one day and an online assignment for the second day.

Class divided into two groups: A & B.

Group A begins with face-to-face in classroom with 2nd day online.

Group B begins with online with 2nd day face-to-face in classroom.

<u>Week 1:</u> Classroom: Introductions, Review Syllabus to include Course Requirements Online: Review Canvas modules and take quiz in Canvas
<u>Week 2:</u> Classroom: Discuss Discipline System as well as Class Absence System Online: Review Discipline and Class Absence System and take quizzes in Canvas

Week 3:

Classroom: Discuss E-Portfolio to include setting up account
Online: Complete Career “What Can I Do with This Major” in Task Stream

Week 4:

Classroom: Discuss Ethical Reasoning Paradigms and Principles
Online: Begin writing character paper about “A Few Good Men”

Week 5:

Classroom: Discuss the concepts and rubric for Character paper
Online: Finish writing paper and upload into Task Stream

Week 6:

Classroom: Discuss Honor at The Citadel and Core Values
Online: Complete Questions and Take Honor Test; Complete Core Value Assessment in Canvas

Week 7:

Classroom: Leadership Versus Management Review the charts and discuss
Online: Complete Leadership Assignment #1 in Canvas

Week 8:

Classroom: Discuss Relationship and Task Leadership and Review charts
Online: Leadership Assignment # 2, #3 in Canvas

Week 9:

Classroom: Discuss Followership Styles
Online: Complete Followership assignment in Canvas

Week 10:

Classroom: Review Library Assignment
Online: Begin Research

Week 11:

Classroom: Discuss Research Format and Content
Online: Complete PowerPoint on Careers and Upload into Canvas

Week 12:

Classroom: Discuss Dangers of Social Media and Transition Tips
Online: Complete Social Media Quiz and Learning Strategies Inventory

Week 13:

Classroom: Review Stress, Coping with Stress, and Time Management in-class Assessment
Online: Complete Stress Inventory, Discussion Board: Organizing Academics and Procrastination

Week 14:

Classroom: Discuss Test Taking and Note Taking Strategies
Online: Complete 4-Year Academic Plan in Canvas

Instructor Resources



[Professor Dancealot](#)
www.youtube.com

What can go wrong when your goals, assessment, and learning activities for your course are not aligned? This video poses one possible answer to this age ...

<https://www.youtube.com/watch?v=1k8aeDUC9XQ>

- Plagiarism: <http://www.citadel.edu/root/plagiarism>
- Two Graduation Speeches for freshmen to review:
https://www.youtube.com/watch?v=PUz3_yTrOQ The Citadel 2015, Commencement, Keller Kissam, “88.
- <https://www.youtube.com/watch?v=pxBQLFLei70>, University of Texas at Austin 2014, Commencement, Admiral William H. Mc Raven
- Registering for Classes: <http://www.citadel.edu/root/academicadvising-registration>
Registrar’s Office: Lisa Blake, lisa.blake@citadel.edu; (If Lisa is unavailable, ask “Could she send someone?”)
- Final Exam Schedule: <http://www.citadel.edu/root/registrar-exam-schedules/fall>

Presentations Upon Request:

1. Academic Services and Resources (Student Success Center)
2. Alcohol Awareness in College: (Kevin Modglin)
3. Career Center (Page Tisdale)
3. Healthy Relationships (Janet Shealy)
5. Honor System and Its Effects (Steve Grenier)
6. Ombudsmen Services (Robert Pickering and Shamus Gillen)
7. Relaxation Session (Todd Shealy)
8. Social Media and Sexual Harassment (Janet Shealy)
9. Study Abroad (Ashley Dudley)