ENGR 180: Minority Engineering Seminar
Fall 2014
Course Description

TIME: Friday, 3:30 – 5:00 pm
LOCATION: ARMS B071
REQUIRED TEXT: Guaranteed 4.0 by Donna O. Johnson, Y. C. Chen
INSTRUCTORS: Darryl Dickerson (ddickerson@purdue.edu), Associate Director, MEP
Cinthia Sanchez (sanchezh@purdue.edu), Retention Administrator, MEP
Freddy Solis, (fsolis@purdue.edu), Graduate Assistant, MEP
Tasha Zephirin, (tkzeph@purdue.edu), Graduate Assistant, MEP
OFFICE: Minority Engineering Program Office (ARMS 1264)
PHONE: (765) 494-3974
COURSE WEBSITE: Blackboard Learn (https://mycourses.purdue.edu)

PURPOSE
This course assists freshmen engineering students in making a smooth and informed transition from high school to college. The course is designed to aid students in making a positive adjustment to their new environment, prepare for academic, personal, and professional success, and network with successful minority alumni while exploring and planning career opportunities in the broad field of engineering.

COURSE OBJECTIVES

- Examine the elements for attaining academic, personal, and professional success in the field of engineering.
- Build a professional identity and portfolio
- Create awareness and promote use of university support services
- Facilitate interactions with successful faculty, staff, and alumni
- Explore pathways to graduate school and industry
- Encourage mentoring and networking as tools to enhance personal development

COURSE REQUIREMENTS

Your grade for this course will be calculated based on the following components:

<table>
<thead>
<tr>
<th>Course Component</th>
<th>Percentage of Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
<td>10%</td>
</tr>
<tr>
<td>Participation</td>
<td>10%</td>
</tr>
<tr>
<td>Tutorial Center Hours</td>
<td>20%</td>
</tr>
<tr>
<td>Portfolio</td>
<td>60%</td>
</tr>
<tr>
<td>Total</td>
<td>100%</td>
</tr>
</tbody>
</table>

- **Attendance**: To gain maximum benefit from this seminar, it is required that you attend all classes and participate fully. Two unexcused absences will result in a one letter-grade drop in your final grade. For an absence to be considered excused, you will need email confirmation from Freddy Solis (fsolis@purdue.edu). Requests for excused absences will be handled on a case by case basis. Please visit the following website for information on Purdue’s grief absence policy for students: (www.purdue.edu/odos/services/griefabsencepolicyforstudents.php).
• **Participation:** Students are encouraged to participate and ask questions to our speakers. Please take advantage of the opportunity to interact with our successful speakers and alums. Full and active participation in class will sometimes be the deciding factor if a student’s grade is on the borderline.

• **Tutorial Center Hours:** Each member of the class is required to log 25 hours in the tutorial center. Our study of the correlation between Tutorial Center attendance and GPA shows a positive relationship, meaning that the more time students tend to spend at the Tutorial Center, the higher their GPA tends to be. As such, we want you to spend at least 25 hours at the center, but we encourage you to spend as much time as your schedule permits, as the center aims to facilitate an environment that is aligned with the overall mission of the Minority Engineering Program and the goals for this course. In addition to signing the log book in the tutorial center, log sheets will be required and due to Freddy Solis (fsolis@purdue.edu) as soon as the requirements are met, but no later than the last day of class. The earlier you do this the better!

• **Portfolio:** The portfolio will consist of weekly leadership, professional, and academic development assignments. Beyond seeing these as “assignments,” we would like you to really think about these as the beginning of what can, with time, become a thorough portfolio that showcases your achievements and outlines a plan to achieve your personal, academic, and professional goals during your time at Purdue. At the end of the semester, each student will be required to compile all assignments in one single PDF file and submit this file via Blackboard. A detailed description of each element of your portfolio will be provided on a separate handout every week (via Blackboard). Some of these elements will include:
  - Elevator speech
  - Resume
  - Networking plan
  - LinkedIn profile
  - Customized Guaranteed 4.0 study plan
  - Leadership plan
  - Professor interview
  - Health
  - Financial budget
  - Professional/academic plan

• **Grading Policy:** All assignments will receive a grade of satisfactory (5 points), or unsatisfactory (1 point). Unsatisfactory assignments submitted on time will have an opportunity to be re-submitted for the full 5 points. Assignments that are not submitted will be assigned zero (0) points. Assignments submitted after the deadline will be accepted at the discretion of the instructors on a case-by-case basis. Please email Freddy Solis (fsolis@purdue.edu) to discuss any late assignments. The maximum grade for an accepted late assignment is 3 points. Overall, the grading policy for each individual assignment is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Satisfactory with suggestions for improvement</td>
<td>5</td>
</tr>
<tr>
<td>Satisfactory but late (with approval for a late submission by the instructors)</td>
<td>3</td>
</tr>
<tr>
<td>Unsatisfactory, revisions required</td>
<td>1</td>
</tr>
<tr>
<td>No submission</td>
<td>0</td>
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</table>

• **Extra Credit:** Each member of the class is eligible for extra credit points as determined by the instructors. Points may be earned for volunteer work during our recruiting initiatives and other extracurricular activities. Points may also be earned by attending a professionalism seminar from a society/organization (e.g., NSBE, SHPE, MAES, AISES).
**Instructor Expectations:** All students should expect timely feedback on all submitted assignments from the instructors. Additional feedback on a specific component (e.g., resume or elevator pitch) can be provided upon request. Our goal is to ensure that you successfully develop the first draft of a portfolio that can be built upon throughout your time as a Purdue Engineering student. If at any time you have concerns regarding the seminar such as pace, or helpfulness of provided materials, feel free to contact us so we can find ways to address any issues.

**Academic Dishonesty:** Purdue prohibits "dishonesty in connection with any University activity. Cheating, plagiarism, or knowingly furnishing false information to the University are examples of dishonesty." [Section B-2-a, Code of Student Conduct] Furthermore, the University Senate has stipulated that "the commitment of acts of cheating, lying, and deceit in any of their diverse forms (such as the use of substitutes for taking examinations, the use of illegal cribs, plagiarism, and copying during examinations) is dishonest and must not be tolerated. Moreover, knowingly to aid and abet, directly or indirectly, other parties in committing dishonest acts is in itself dishonest." [University Senate Document 72-18, December 15, 1972]
<table>
<thead>
<tr>
<th>Week</th>
<th>Location</th>
<th>Date</th>
<th>Description</th>
<th>Assignment Due</th>
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<tbody>
<tr>
<td>1</td>
<td>ARMS B071</td>
<td>8/29</td>
<td>Introduction to ENGR 180: 1. Introductions and orientation 2. Syllabus 3. What does it mean to be underrepresented in engineering? 4. Guaranteed 4.0 time management 5. Goal setting and elevator pitch</td>
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<tr>
<td>3</td>
<td>ARMS B071</td>
<td>9/12</td>
<td>Professional development and academic success: 1. Mock IR: Elevator pitches 2. Guaranteed 4.0 study skills Notes: 1) Class will continue into the evening (dinner will be served). To make up for this, no class will be held the Friday before October break. 2) Dress business professional to prepare for IR</td>
<td>Resume</td>
</tr>
<tr>
<td>4</td>
<td>ARMS B071</td>
<td>9/19</td>
<td>Academic success: 1. Stress management 2. Test anxiety Speaker: Dr. David Rollock</td>
<td>Guaranteed 4.0 worksheet</td>
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<tr>
<td>5</td>
<td>ARMS B071</td>
<td>09/26</td>
<td>Leadership: Homecoming MEP Alumni Panel Note: Business casual attire is required</td>
<td>Homecoming panel prep (due the day before, Thursday 9/25)</td>
</tr>
<tr>
<td>6</td>
<td>ARMS B071</td>
<td>10/3</td>
<td>Academic success: 1. Meet the professors</td>
<td>Leadership plan</td>
</tr>
<tr>
<td>7</td>
<td>No class</td>
<td>10/10</td>
<td>(Class cancelled to make up for longer sessions)</td>
<td></td>
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<tr>
<td>8</td>
<td>ARMS B071</td>
<td>10/17</td>
<td>Professional development 1. Alumni speaker: Cree Harris 2. Online identity workshop</td>
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<td>9</td>
<td>ARMS B071</td>
<td>10/24</td>
<td>Personal development: 1. Alumni speaker 2. PUSH 3. Corec 4. CAPS</td>
<td>Professor interview</td>
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<tr>
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<td>Location</td>
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| 10   | ARMS B071 | 10/31 | Personal development:  
1. Alumni speaker  
2. Financial management workshop | LinkedIn Profile  
Health habits |
| 11   | ARMS B071 | 11/07 | Career pathways:  
1. Alumni panel  
Speakers in non-traditional engineering careers  
(e.g., government, corporate, entrepreneurship,  
medicine, law) | Financial management |
| 12   | ARMS B071 | 11/14 | Career pathways – Graduate school:  
1. Faculty speaker  
2. Graduate school workshop: Susan Fisher | |
| 13   | ARMS B071 | 11/21 | Diversity at Purdue:  
1. Speaker: Dr. Taylor  
*Note: Class will be held at Mrs. Booth-Womack’s* | Professional or academic profile |
| 14   | No class | 11/28 | Thanksgiving Break (class cancelled) | |
| 15   | No class | 12/05 | Class cancelled to make up for longer sessions | Final portfolio  
Network diagram |
| 16   | No class | 12/12 | Class cancelled to make up for longer sessions | Course evaluations |

**Important semester dates:**
Monday, August 25th – Classes begin  
Monday, September 1st – Labor Day (No Classes)  
September 15th – September 17th (Industrial Roundtable)  
September 26th – 29th – Homecoming  
October 13th – 14th – October Break (No Classes)  
November 26th – 29th – Thanksgiving Vacation (No Classes)  
Saturday, December 13th – Classes end  
December 15th – 20th – Final exams  
Tuesday, December 23rd – Grades due

**Campus Emergency Clause**  
In the event of a major campus emergency, course requirements, deadlines and grading percentages are subject to  
changes that may be necessitated by a revised semester calendar or other circumstances beyond the instructor’s  
control. Here are ways to get information about changes in this course:  
1. Course web page (Blackboard Learn)  
2. Instructor’s email address  
3. Instructor’s phone

**Students with Disabilities**  
Any student who feels s/he may need an accommodation based on the impact of a disability should contact me  
privately to discuss your specific needs. Please contact the Disability Resource Center in room 830 Young Hall to  
coordinate reasonable accommodations for students with documented disabilities.