Syllabus: ALS 103 – INTRODUCTORY TOPICS IN AGRICULTURE AND LIFE SCIENCES (Spring 2006 – 2215 Williams)

Description

ALS 103 Introductory Topics in Agriculture and Life Sciences. 1(1-0) F,S. Introduction to scope and objectives of University education. Emphasis on sciences, particularly as related to biology and agriculture. Departmental programs, computers, career opportunities, and more.

Course web site is at http://vista.ncsu.edu

Also see CALS Home Page For New Students at http://www.cals.ncsu.edu/index.cfm?showpage=407

Times Course Meets

Room 2215 Williams Hall
Section 001 - Wednesday 1:30 - 2:20 p.m.

Office Hours

By appointment, 115 Patterson Hall
Phone: 515-3248, FAX: 515-5266

Instructors:

Dr. Kenneth L. Esbenshade, Associate Dean & Director of Academic Programs
ken_esbenshade@ncsu.edu

Dr. Barbara M. Kirby, Assistant Director of Academic Programs
barbara_kirby@ncsu.edu

Ms. Marcy L. Bullock, Director of Career Services
marcy_bullock@ncsu.edu

Ms. Tricia Buddin, Assistant Director of Career Services
Course Objectives

Upon completion of this course, a student will:

1. Be aware of university and college programs designed for student support (Tutorial Center, Center for Health Directions, Career Services Office, etc).
2. Be familiar with the academic policies of North Carolina State University and the College of Agriculture and Life Sciences, and know the procedures that are necessary for meeting set policies (e.g., late drop, grade changes, etc).
3. Be knowledgeable about the various majors, educational opportunities, and the clubs and career services in the College of Agriculture and Life Sciences.
4. Have a general understanding of the campus computing system and common computing applications, as well as information regarding computing skills development.
5. Be aware of ethical issues experienced in the agriculture and life sciences.

Grading

Your grade is up to you! Please note that we do not “give” grades; we simply write down the grade that corresponds to the number of points you have earned.

- **Attendance:** Students are expected to attend all classes, and attendance will be taken promptly at the beginning of class. Each unexcused absence from class will result in a deduction of 20 points from your total points for the course (i.e., 3 unexcused absences will lower the final point total by 60 points or one letter grade). **Doors are locked 5 minutes after class begins.** **Arriving late results in an unexcused absence!**

  Attendance will be taken by your signing a roll sheet. If you do not sign the roll, you will be counted absent. The NC State Code of Student Conduct applies. If you have a vision or hearing impairment, or if you are left-handed, please notify the teaching assistant after the first class meeting so that a suitable seat can be assigned.

  **All excused absences must be documented in writing**. Medical excuses must be signed by a doctor. If this cannot be provided, provide the instructor or the teaching assistant with the name and phone number of the doctor you saw.

- **Assignments:** The following are assignments for the course. Bonus points may be earned from a list of options provided by the instructor. See the distributed assignment sheet for the due date.
<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Use Survey</td>
<td>25</td>
<td>1/18</td>
</tr>
<tr>
<td>Time Management and Calendar</td>
<td>50</td>
<td>2/1</td>
</tr>
<tr>
<td>Career Services Internships</td>
<td>25</td>
<td>2/15</td>
</tr>
<tr>
<td>Career Services Online Resume</td>
<td>100</td>
<td>2/22</td>
</tr>
<tr>
<td>CALS Clubs and Organizations</td>
<td>50</td>
<td>3/1</td>
</tr>
<tr>
<td>Informational Interview Assignment</td>
<td>75</td>
<td>3/1</td>
</tr>
<tr>
<td>E-Portfolio</td>
<td>100</td>
<td>3/22</td>
</tr>
<tr>
<td>Progress Toward Degree: Major and Minors</td>
<td>75</td>
<td>3/29</td>
</tr>
<tr>
<td>Ethical Issues in Agriculture and Life Sciences</td>
<td>50</td>
<td>4/5</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td>550</td>
<td></td>
</tr>
</tbody>
</table>

- **Optional Assignments:**

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Online Survey</td>
<td>10</td>
<td>2/1</td>
</tr>
<tr>
<td>Community Service</td>
<td>10</td>
<td>3/15</td>
</tr>
<tr>
<td>Research</td>
<td>10</td>
<td>4/5</td>
</tr>
<tr>
<td><strong>Total Points</strong></td>
<td>30</td>
<td></td>
</tr>
</tbody>
</table>

- **Grade Distribution:** Grades will be assigned according to the following scale:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Points</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>98-100</td>
<td>539-550</td>
<td>A+</td>
</tr>
<tr>
<td>93-97</td>
<td>511-538</td>
<td>A</td>
</tr>
<tr>
<td>90-92</td>
<td>495-510</td>
<td>A-</td>
</tr>
<tr>
<td>87-89</td>
<td>478-494</td>
<td>B+</td>
</tr>
</tbody>
</table>
### Additional Policies:

i. **Extra Credit for Leadership and Career/Professional Development Activities**
   You may receive 5 points for participating in a leadership or career/professional development activity up to 25 points total. The activity must be offered by CALS or the University. The activity or workshop should last at least one hour. Provide the ALS 103 teaching assistant with a copy of your registration or other evidence of your participation.

ii. **Make-up Work and Penalty for Turning Assignments in Late**
    Make-up work will be permitted only for excused absences (as defined above) that are cleared with the instructor in advance. Turning assignments in late for any other reason is not acceptable. It is best to do the assignments ahead of time! Point penalties are as follows: 1 day late = -15%, 2 days late = -25%, 3 days late = -30%, 4 days late = -35%, 5 to 13 days = -40%, >13 days = -100% NOTE: This is total days late, including Saturdays and Sundays.

iii. **Assignment of Incomplete Grades**
    An incomplete grade (IN) will be given for the course if the student can provide documentation that required work could not be completed at the designated time because of unforeseen situations not caused by the student's negligence. A request for an incomplete grade should be made in writing, should detail the circumstances resulting in the work not being completed on time, and should contain sufficient documentation. An incomplete grade is not a substitute for an F and will not be given if the student's other work or absences in the course are unsatisfactory.

iv. **Academic Integrity**
    We expect the work you do in this class to be your own. Academic dishonesty, such as cheating, plagiarism, or aiding and abetting others to cheat or plagiarize will not be tolerated and the student will be prosecuted according to the NC State Code of Student Conduct.

v. **Disability Statement**
    Reasonable accommodations are made for students with disabilities to ensure that academic
requirements can be met successfully. For information, students should contact Disability Services for Students, 1900 Student Health Services Center, 515-7653.

Required Texts:

Introductory Topics in Agriculture and Life Sciences ALS 103 Student Handbook, Fall 2005: available from the instructor

2005-2006 NCSU Student Handbook Available online: http://www.ncsu.edu/for_students


Course Equipment/Supplies:

A Personal Digital Assistant (PDA) or other electronic personal management system (recommended)

Or comprehensive paper date book planner required (i.e. Day Timer, NCSU Academic Year planner)

Electronic Resources:

Course web site is at http://vista.ncsu.edu

Take 5 to Kick Start Your Career: http://www.cals.ncsu.edu/career/site/public/index.cfm?pageID=240

Resources & Academic Information:

CALS Student Computing Handouts

Campus Computing For CALS Students

NCSU Code of Student Conduct

NCSU General Education Lists of Electives

Undergraduate Studies Tutorial Center

Other NCSU Tutorial Services
CALS Student Clubs

CALS Majors, Minors, and Graduate Programs

CALS Advisors and Department Heads

Course Repeat and Adding/Dropping Policies