ENGR 180: Minority Engineering Program Seminar
Fall 2019
Course Description

TIME:	Friday, 3:30 – 5:00 pm
LOCATION:	ARMS B071
REQUIRED TEXT:	*Guaranteed 4.0* by Donna O. Johnson Mackey, Ph.D., Y. C. Chen
INSTRUCTORS:	**Jacqueline M. Gatson, Ed.D.** (jmgatson@purdue.edu) MEP, Interim Associate Director, Lead Instructor **Derrick Williams** (dwilliams@purdue.edu) MEP, K-12 and Undergraduate Program Administrator **Vivek Muralidharan** (muralidv@purdue.edu) MEP, Graduate Assistant
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
- Promote the need to develop a well-rounded identity
- 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:

Course Component	Points
Academic Portfolio (Guaranteed 4.0)	500
Professional Portfolio	250
Weekly Journal Reflections	250
Total	1000

Academic Portfolio: The Academic Portfolio will consist of academic development assignments associated with the Guaranteed 4.0 Learning System. You will select one math class and one science class to fully implement the Guaranteed 4.0 System. Assignments will include creating a plan for success, completing bullet point reading, bullet point notes, bullet point concepts, going to professor's office hours, attending tutorial sessions in the MEP Academic Success Center with your success team, and completing surveys. Points will be distributed as follows:

Course Component	Points
Plan for Success	30
Biweekly Surveys (5 Total)	30
Bullet Point Notebook Check	150 (75 per course)
Bullet Point Concept Check	150 (75 per course)
Professor Office Hour Attendance	90 (45 per course)
Academic Support Team Meetings in ASC - Tutoring	50
Total	500

- *Academic Support Team and MEP Academic Success Center Hours:* Each student will be placed into a team and each member of the team is required to log 25 hours in the MEP Academic Success Center. Our study of the correlation between Academic Success Center attendance and GPA shows a positive relationship; meaning that the more time students spend at the 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. From the 25 hours, 10 hours must be facilitated tutorial services as a team, where the tutor signs your log sheets. In addition to signing in the reception computer in the tutorial center, team meeting log sheets will be required no later than the last day of class.

Professional Portfolio: The professional portfolio will consist of two components, each worth 250 points:

1. Professional Development Documentation (250 points) (PDD): The first is a compilation learning and professional documents that showcase 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, you 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 professional development documentation will be provided on a separate handout every week (via Blackboard). Some of these elements will include:
    - Resume
    - LinkedIn Profile
    - Professional/Academic Development Plan
2. Personal Journal and Reflection (250 points)
    - Capturing a weekly reflection of the activities of the class and your overall experience throughout the semester as a first year engineering student. Your journal notes will be uploaded weekly on blackboard following the rubric provided.

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 course instructors. 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:
Source: https://www.purdue.edu/senate/docs/content/08101130-C521-927F-93787A20297BDF24.pdf).

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.

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) or another approved event or activity.

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]
Source: https://www.purdue.edu/odos/osrr/academic-integrity-brochure/

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Fall 2019 Class Schedule

Week	Date	Topic	Assignments Due for Next Class
Week 1	8/23/19	**Speaker:** Dr. Jeneen Abrams, Plant Research Scientist Botany and Plant Pathology **and** Past National President of MANNRS *(Minorities in Agriculture, Natural Resources, and Related Sciences)* **Topic: "Get Your Head in the Game"** **and** Mr. Willi Cruz, Primary Advisor University Residences Multicultural Connections **Course Orientation and Syllabus Review**	**New Students:** Guaranteed 4.0 Session 1 – Online Course Complete By: 8/30/19 (Link Will be Provided) **Engineering Academic Boot Camp Students:** Guaranteed 4.0 Session 1 Review (On Your Own) **All Students:** Class Reflection #1 **PDD:** Submit Resume Draft 1
Week 2	8/30/19	**No Class: Labor Day Weekend** *Due to extra time required for Guaranteed 4.0 session on September 6, 2019*	**AP:** Guaranteed 4.0 Session 2 Prep Bring Course Syllabus for Each Class Bring Weekly and Exam Schedule for Each Class **PDD:** Submit Resume Draft 2 **Extra Credit**: MEP-IR Professional Development Series 9/4/19, WALC, 3rd Floor **Topics and Workshops Locations will be Issued via Blackboard.**
Week 3	9/6/19	**Guest Corporate Speaker:** Mr. Glenn Weckerlin, Chevron Director Enterprise Programs and Partnerships **and** **Speaker:** Dr. Donna O. Johnson Mackey, Guaranteed 4.0 **Topic: Guaranteed 4.0 – Part 2** *(Session Will End at 6:00pm - Dinner Provided)*	**PDD:** Submit Final Resume **Class Reflection:** #2

Week	Date	Topic	Assignments Due for Next Class
Week 4	9/13/19	**Guest Alumni Speaker:** Dr. Fernando Bitsie, Sandia National Laboratories **and** **Speaker:** Dr. Steve Beaudoin, Academic Director Teaching and Learning Technology **Topic:** Making the Most of Your Engineering Academic Experience at Purdue University	**Class Reflection:** #3
Week 5	9/20/19	**Speaker:** Dr. David Rollick, Department Head Psychological Sciences **Topic:** Stress Management	**Class Reflection:** #4
Week 6	9/27/19	**Speaker:** Mr. Joseph Tort, Assistant Director Office of Professional Practice **Topic:** Enriching Your Engineering Portfolio: Internships, Research, Co-Ops and Study Aboard	**Class Reflection:** #5
Week 7	10/4/19	**No Class: Fall Break**	Submit (3) Questions for Alumni Homecoming Panelists. **Due:** 10/9/19
Week 8	10/11/19	**MEP Alumni Homecoming Panel** Speaker(s): TBA	**Class Reflection:** #6
Week 9	10/18/19	**Speaker:** Mr. Reginald McGregor, Rolls Royce Manager Engineering Employee Development and STEM Outreach **Topic:** Navigating from Internship to Career	**Class Reflection:** #7

Week	Date	Topic	Assignments Due for Next Class
Week 10	10/25/19	**Speaker:** Mr. Marques Franklin, GE Aviation Senior Systems Manufacturing Engineer, GE Additive **Topic:** The Evolution: From High School Student to Engineering Professional	**Class Reflection:** #8
Week 11	11/1/19	**Speaker:** Mr. Dan Rhodes, Duke Energy Manager of Community Relations and Govt. Affairs **Topic:** Professional Networking	**Class Reflection:** #9
Week 12	11/8/19	**MEP Alumni Panel** **Speaker(s):** Mr. Markell Baldwin, Tesla Add'l Speakers TBA	**Class Reflection:** #10
Week 13	11/15/19	**Speaker:** Dr. Brandon Pitts, Assistant Professor Industrial Engineering **Topic:** Exploring Opportunities in Industrial Engineering	**Class Reflection:** #11
Week 14	11/22/19	**Meet the Faculty Panel** **Speakers:** Purdue College of Engineering Faculty and/or Dept. Heads	**Class Reflection:** #12
Week 15	11/29/19	**No Class: Thanksgiving Break**	No Assignment
Week 16	12/6/19	**Final Presentations**	**Class Reflection:** #13
Week 17	12/13/19	**No Class: Finals Preparation**	

Important semester dates:

August 19	Classes Begin
September 2	Labor Day (No Classes)
September 8	MEP Networking Reception
September 9 – 11	Industrial Roundtable
October 7 – 8	October Break (No Classes)
October 12	Homecoming
November 27 – 30	Thanksgiving Vacation (No Classes)
December 7	Classes End
December 9 – 14	Final Exams
December 15	Graduation
December 17	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.

Subject to Change Clause

This syllabus is subject to change at the discretion of the instruction team to accommodate instructional and/or student needs. Students will be informed of changes both verbally and in writing.