

UNIV 191-048: Maximizing Your Study Abroad (Fall 2020)

Mondays 2:00-2:50 P.M.

Online (Zoom)

Instructor: Sarah Carrier, M.Ed
Global Education Office
syoun8@vcu.edu
804-828-1228

Virtual Office Hours: By appointment (please email)

Course Description:

This course is designed for students majoring in any field who are interested in incorporating a study abroad experience into their degree at VCU. This course will introduce students to global education experiences available at VCU and will prepare students for cross-cultural engagement. Students will learn how to successfully navigate the logistics of study abroad including program and funding opportunities. Students will gain skills to prepare them to live and study in a country and culture other than their own in order to maximize the study abroad experience for long-term academic and professional development and personal enrichment. This syllabus is subject to change. It is the student's responsibility to stay informed about such revisions, which will be posted on the Blackboard course page.

Course Objectives:

- Recognize the benefits of and barriers to education abroad experiences
- Understand the difference between various study abroad programs available at VCU and the basic process to study abroad
- Identify funding sources to support study abroad
- Recognize resources and services available at VCU to support study abroad and intercultural development
- Learn ethical practices in international community engagement
- Gain a basic understanding of culture and culture shock
- Understand the practical aspects of living, traveling, and studying abroad
- Become more oriented to VCU resources to support academic, professional and personal success

By the End of the Semester, You Should Be Able to:

- Articulate your academic, professional, and personal goals for study abroad
- Identify personal criteria to select a study abroad program
- Understand the process for selecting a study abroad program and identify funding sources to support participation
- Identify and access VCU resources to support your academic, professional, and personal success

Expectations of Students in this Class:

- Active participation, high level of engagement and commitment.
- Attend and participate in every class and complete assignments on time.
- Take full responsibility for your own academic performance.
- Communicate with the instructor on a regular basis.
- Use your VCU e-mail account when communicating with the instructor, and check it regularly (at least twice a day).
- Silence and put away phones and all other electronic devices unless otherwise specified for an assignment.
- Be open to new ideas and ways of thinking.

Expectations Outside of Class

Keep in mind that at VCU a credit hour is defined as a reasonable approximation of one hour of classroom or direct faculty instruction and up to two hours out-of-class student work each week for approximately 15 weeks. You are expected to put in an average of 2 hours of work each week outside of class.

Required Reading:

- UNIV 191 Blackboard – required texts and most assignments will be posted on Blackboard to download or read online.

Grading:

There are a total of **100** possible points for this class. Grades are based on:

-Participation (14 classes x 3 points each= 42 points/42% of total grade) Attendance and participation are essential to this course. In order to fully participate in class discussions, you are expected to have read assigned materials in advance. Your participation grade includes the quality of participation, attentiveness, preparation, and

the timely completion of all work. You can earn up to 3 points for participation per class meeting. Points are earned by, but not limited to, arriving before class so we can begin on time, remaining for class duration, and actively participating in class. You may receive 0 points for participation if you are absent, leave early, do not participate in class, or are disrespectful, disruptive, or inappropriate to classmates or the instructor.

3 points	Present entire class; highly active participant and listener; respectful; fully engaged, etc.
1.5 points	Present entire/most of class; participant/listener; respectful; engaged, etc.
0 points	Absent; disrespectful; inappropriate comments; disruptive, etc.

-Written responses (13 responses x 2 points each= 26/26% of total grade) You will be required to post a weekly written response in which you will reflect on the course materials for the week. Each week's detailed assignments will be posted on Blackboard, but you can expect to be asked to reflect on the week's assigned readings and/or respond to a prompt. Your entries will be due Sunday evening by midnight. You can receive a total of **2 possible points** per assignment.

-Study abroad interview assignment (8 points/8% of total grade) You will conduct an interview with an individual working in a field of professional interest that has spent time abroad either working or studying. You will be required to submit a summary of your findings of how their time abroad benefitted them professionally. Full details about this assignment are posted in Blackboard. This assignment will be due November 9.

-Newspaper Assignment (8 points/8% of total grade)- You will choose a global or local event related to social justice. Find 3 different newspaper articles about the event, each from a different country. Write a 1-2 page critical response about your findings. Full details about this assignment are posted in Blackboard. This assignment will be due October 19th.

-Group project (10 points/10% of total grade) In assigned groups you will complete a Culturegram project about a country of your choice. Full details about this assignment are

posted in Blackboard. This assignment will be due October 4 and groups will present on October 5 and 12.

-Additional requirements (6 pts total/6% of total grade)

1. Meet with your academic advisor (**3 points**): You must meet with your academic advisor to discuss Spring 2021 course registration and your study abroad plans. Please meet with your advisor prior to your course [registration date](#). Confirmation of your meeting will be noted in Navigate, so no need to provide proof of your meeting.
2. Individual meeting with instructor (**3 points**). All students must have one 15 minute virtual advising session with Mrs. Carrier to discuss their study abroad interests and receive individual guidance. This can be done anytime during the semester. Email her to set up a Zoom appointment.

Extra credit

You may earn 1 point of extra credit for the following:

- Attend an international-themed event (must provide proof of attendance (screenshot, etc) and send the instructor an email with a summary of your experience. Ultimate approval of extra credit is at the discretion of the instructor). Eligible events include:
 - o Gilman Scholarship Writing Workshop
 - o Virtual Study Abroad Fair
 - o OMSA sponsored events
 - o Virtual Museum Visits
 - o GEO Global Engagement Events (see Blackboard for document with list of events)
 - o Attend VCU Global Café/Tea Time
 - o Additional events posted on Blackboard and on the VCU Education Abroad, VCU Global, or VCU Globe Facebook pages

Grading Scale

A = 90 – 100

B = 89 – 80

C = 79 – 70

D = 69 – 60

F = 59 and below

\$500 Award and GLED 101 waiver

Students who successfully complete the course with a grade of “C” or better will be awarded a \$500 voucher that can be used toward the cost of an approved study abroad program throughout the students’ time as a degree-seeking student at VCU. *Please notify your Education Abroad Advisor that you are a UNIV 191 voucher recipient when you are in the process of applying to or registering your study abroad program.*

Tentative Course Schedule

WEEK	DATE	Where?	TOPIC	ASSIGNMENTS <u>DUE</u>
1	8/17	Live	Introductions and Syllabus Review Campus Resource Overview	
2	8/24	Live	Why Study Abroad?	Written response due
3	8/31	Live	Study Abroad Myth Busting and Program Search Process	Discussion board post due Go Through Rams Abroad 101
4	9/7		No Class: Labor Day	
5	9/14	Live	Finding the Right Program (continued) Funding Your Study Abroad (Financial Aid, Scholarships, Budgeting)	Written response due

			Jonathan Siler: VCU Libraries	
6	9/21	Live	Funding Your Study Abroad (continued) Writing Workshop (pairs/small groups)	Written response due
7	9/28	Live	Understanding Culture/Multiculturalism: Shira Schieken: Global Education Office	Written response due
8	10/5	Live	Culturegram Group Assignment Presentations	Written response due
9	10/12	Live	Culturegram Group Assignment Presentations	Written response due
10	10/19	Live	Culture and Identities Abroad Guests: International exchange student panel	Written response due Newspaper assignment due
11	10/26	Live	Study Abroad Returnee Panel	Written response due

12	11/2	Live	Career Services: Skillsets gained from study abroad	Written response due
13	11/9	Live	Adding Even More Value to Your Study Abroad: Research, Internships, Service-Learning and More	Written response due Study Abroad Interview Due
14	11/16	Live + Video	Health and Safety Abroad	Written response due
15	11/23	Live	Course wrap up	Written response due

Important dates

Important dates for the semester are listed in the VCU Academic Calendar:
<https://academiccalendars.vcu.edu/>

August 24th is the last day to add a course.

August 31st is the last day to drop a course.

November 24th is the last day to withdraw from a course.

Be Proactive in Communication with Instructor

If you find that you have any trouble keeping up with assignments or other aspects of the course, make sure you let your instructor know as early as possible. As you will find, building rapport and effective relationships are key to becoming an effective professional. Make sure that you are proactive in informing your instructor when difficulties arise during the semester so that we can help you find a solution.

Campus emergency information

Sign up to receive at alert.vcu.edu/signup/. It is essential to keep your information up-to-date within VCU Alert and to keep your permanent address and emergency contact information current in eServices.

VCU uses a variety of communication methods to alert the campus community about emergency situations and safety threats. Learn more about types of alerts at alert.vcu.edu/know/typesofalerts.php

Know the emergency phone number for the VCU Police (828-1234), and report suspicious activities and objects.

Class registration required for attendance

Students may attend only those classes for which they have registered. Faculty may not add students to class rosters or Blackboard. If students are attending a class for which they have not registered, they must stop attending.

Honor System: upholding academic integrity

The VCU Honor System policy describes the responsibilities of students, faculty and administration in upholding academic integrity. According to this policy, "Members of the academic community are required to conduct themselves in accordance with the highest standards of academic honesty, ethics and integrity at all times." Students are expected to read the policy in full and learn about requirements here:

<https://conduct.students.vcu.edu/vcu-honor-system/>

Computer and network use

All students are expected to know and comply with VCU's Computer and Network Use policy, which can be reviewed at policy.vcu.edu/universitywide-policies/policies/computer-and-network-resources-use.html.

We care about your success!

Virginia Commonwealth University has launched an Early Alert initiative to support student success. As your professor, if I am concerned about your academic performance in the first few weeks of this class, you and your academic advisor may receive a Progress Report email with links to appropriate academic support resources. You are encouraged to reach out to me after class or during my office hours for additional support. Your academic advisor, the Writing Center, and the Campus Learning Center may also follow up to provide additional layers of support to you.

Attendance and consequences of poor attendance

The instructional programs at VCU are based upon a series of class meetings involving lectures, discussions, field experiences, special readings and reporting assignments. Therefore it is important for each student to be in attendance on a regular basis. A student who misses a class session is responsible for completing all material covered or assignments made during the absence.

Students having attendance problems should contact their instructor to explain the reasons for nonattendance and to discuss the feasibility of continuing in the course. If the student has fallen so far behind that the successful completion of the course is impossible, the student should withdraw from the course before the end of the first 10 weeks of classes.

If the student continues to miss class and does not officially withdraw from the course, the instructor may withdraw the student for nonattendance with a mark of W before the end of the first 10 weeks of classes or may assign an academic grade at the end. Withdrawals are not permitted after the end of the first 10 weeks of classes. For classes that do not conform to the semester calendar, the final withdrawal date occurs when half of the course has been completed. Withdrawal dates for summer session classes are provided on the **Summer Studies calendar**.

Career Services

Looking for ways to tie what you are learning in your class to your future career or professional goals? VCU Career Services provides career planning services for all current VCU students and alumni. Career Services can help students with finding a work-study job on/off campus, resume writing, internship development, interviewing, preparing for graduate school, networking, or job searching. Students are invited to attend career events and workshops, and schedule individualized career advising appointments. Career Services is located on the ground floor of University Commons, in room 143. For more information and to make a career advising appointment, **visit the VCU Career Services website**.

Managing stress

Students may experience situations or challenges that can interfere with learning and interpersonal functioning including stress, anxiety, depression, alcohol and/or other drug use, concern for a friend or family member, loss, sleep difficulties, feeling hopeless or relationship problems. There are numerous campus resources available to students including University Counseling Services (804-828-6200 MPC Campus, 804-828-3964 MCV Campus) which provides brief therapy treatment, University Student Health Services (MPC 804 828-8828, MCV Campus 804 828-9220) and the Health Promotion and Well-Being Center [The Well] (804-828-9355). 24 hour emergency mental health support is available by calling (804) 828-6200 or utilizing the National Suicide Prevention Lifeline (1-800-784-2433).

Mandatory responsibility of faculty members to report incidents of sexual misconduct

All employees, including faculty, department chairs and deans, are required to report any incidents of sexual assault, sexual exploitation and partner or relationship violence to the university's Title IX Coordinator.

Confidential offices which can provide support at VCU are: University Counseling Services (804) 828-6200

For more information about Title IX, please visit please visit <https://equity.vcu.edu/>.

Military short-term training or deployment

If military students receive orders for short-term training or for deployment/mobilization, they should inform and present their orders to Military Student Services and to their professor(s). For further information on policies and procedures contact Military Student Services at 828-5993 or access the corresponding policies.

Student email standard

Email is considered an official method for communication at VCU. Students are expected to check their official VCU email on a frequent and consistent basis (the university recommends daily) in order to remain informed of university-related communications. Students are responsible for the consequences of not reading, in a timely fashion, university-related communications sent to their official VCU student email account. Mail sent to the VCU email address may include notification of university-related actions, including disciplinary action.

Students must read this standard in its entirety at

<https://ts.vcu.edu/media/technology-services/content-assets/university-resources/ts-groups/information-security/StudentEmailStandard.pdf>

Student financial responsibility

Students assume the responsibility of full payment of tuition and fees generated from their registration, all charges for housing and dining services and other applicable miscellaneous charges. Students are ultimately responsible for any unpaid balance on their account as a result of the University Financial Aid Office or their third party sponsor canceling or reducing their award(s).

Students representing the university – excused absences

Students who represent the university (athletes and others) do not choose their schedules. All student athletes should provide their schedules to their instructors at the beginning of the semester. The Intercollegiate Athletic Council strongly encourages faculty to treat missed classes or exams (because of a scheduling conflict) as excused absences and urges faculty to work with the students to make up the work or exam.

Students with disabilities

Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, as amended, require that VCU provide "academic adjustments" or "reasonable accommodations" to any student who has a physical or mental impairment that substantially limits a major life activity. To receive accommodations, students must register with the Office of Student Accessibility and Educational Opportunity on the Monroe Park Campus (828-2253) or the Division for Academic Success on the MCV campus (828-9782). Please also visit the Student

Accessibility and Educational Opportunity website via <https://saeo.vcu.edu/> and/or the Division for Academic Success website via <https://das.vcu.edu/> for additional information.

Once students have completed the registration process, they should schedule a meeting with their instructor (s) and provide their instructor (s) with an official accommodation letter. Students should follow this procedure for all courses in the academic semester.

Withdrawal from classes

Before withdrawing from classes, students should consult their instructor as well as other appropriate university offices. Withdrawing from classes may negatively impact a student's financial aid award and his or her semester charges. To discuss financial aid and the student bill, visit the Student Services Center at 1015 Floyd Avenue (Harris Hall) and/or contact your financial aid counselor regarding the impact on your financial aid.

Faculty communication about students

VCU instructional faculty, administrators and staff maintain confidentiality of student records and disclose information in accordance with the Family Educational Rights and Privacy Act (FERPA). This means that VCU officials may disclose student record information without the consent of the student in certain situations. To support university operations, for example, VCU officials share information about students with other educational officials as necessary to perform their job duties. FERPA permits this disclosure to school officials who have a legitimate educational interest in the student information. In addition, VCU officials have obligations to report information shared by a student depending on the content of that information, for example, in compliance with VCU's policy on the duty to report. Unless FERPA permits a certain disclosure, VCU generally requires consent from a student to disclose information from their education record to another individual. You may find additional information on the VCU FERPA website: <http://rar.vcu.edu/records/family-educational-rights-and-privacy-act/>.