



SYLLABUS: SENIOR SEMINAR GRAD0001 VC01

WAYLAND BAPTIST UNIVERSITY MISSION STATEMENT: Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success and service to God and humankind.

COURSE PREFIX, NUMBER & NAME: GRAD 0001 VC01: Senior Seminar

TERM: Spring 2 – 2021 (March 22 – May 14, 2021)

INSTRUCTOR: Teresa Young

CONTACT INFORMATION: Mrs. Young: Office phone: 806-291-3600, Cell phone: 806-239-8979;
Email: teresa.young@wbu.edu

OFFICE HOURS, BUILDING & LOCATION:

Mrs. Young: Trinity Building, Room 104; in office 9 a.m. to 5 p.m. Monday - Friday

COURSE MEETING TIME & LOCATION:

This course is offered completely online through the Blackboard portal.

CATALOG DESCRIPTION:

This course is mandatory for all students to complete requirements for graduation. It is a 15-clock-hour seminar which allows students to complete various requirements and testing. The graduation fee is included in the course fee, and the **seminar is required for graduation**. Students who are student teaching must take this course the semester prior to student teaching. \$115 fee.

PREREQUISITE:

The student must have reached senior status and gain approval of their academic advisor to enroll in the course.

REQUIRED TEXTBOOK AND RESOURCES: No textbook is required for this course. Materials will be accessible through our page on Blackboard so you may complete the assignments on your own.

OPTIONAL MATERIALS: None

COURSE OUTCOMES AND COMPETENCIES:

By the conclusion of this course, students will have:

- 1) Received instruction on completing the major steps required to graduate from Wayland Baptist University;
- 2) Received information on optional activities related to graduation ceremonies and traditions;

- 3) Received valuable content related to finding employment after college, including job searching and interviewing, building a resume and other related tasks;
- 4) Received valuable content related to life after college, including developing a home budget for responsible spending, saving and debt-repayment; communicating professionally; keeping in touch with Wayland as an alumnus; and taking advantage of alumni benefits available to them.

ATTENDANCE REQUIREMENTS:

This is an online course, so no real attendance is taken. Completing the steps in the course checklist may be done by the suggested timeline or at the student's desired pace, as long as all are completed by the close of the term. **The final completed checklist is due by May 14, 2021.**

STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university. The policy statement is located in Course Information of your course. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, forgery, or plagiarism. (Plagiarism is the presentation of the work of another as one's own work).

DISABILITY STATEMENT:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

COURSE REQUIREMENTS & GRADING CRITERIA:

University grading system: A 90-100 B 80-89 C 70-79 D 60-69 F below 60 I incomplete
W withdrawal

For This Course: Completion of all class assignments is required to receive credit in the course.

CR – Credit (A-D) Has completed all requirements and submitted signed checklist

NCR –No Credit Did not complete all requirements and did not submit signed checklist

Checklist Due by May 14, 2021.

NOTE: Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly

Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.

SUGGESTED ASSIGNMENT SCHEDULE:

Due Date	Presenter	Assignment
March 24	Teresa Young	<ol style="list-style-type: none"> 1. Watch brief video introduction to the course requirements 2. Complete "Update my Information" form 3. Complete the graduating student survey online
March 25	Kristi Moore (moorek@wbu.edu) Sarah Langford (sarah.langford@wbu.edu)	Complete graduation applications by contacting either Kristi Moore (traditional) or Sarah Langford (BAS/BCM) by email
March 31	Barbara Pauda Nicole Adams Lezlie Hukill Christy Miller	<ol style="list-style-type: none"> 1. Read handout about class rings and invitations 2. Get info about torch and mantle, class voting (Plainview residential students only) 3. Get info on business office requirements for graduation 4. Get info on financial aid requirements for graduation
April 7	Danny Salazar, alumnus	<ol style="list-style-type: none"> 1. Watch session on setting yourself apart in the job hunt, interview skills, networking 2. Complete brief discussion questions in email to instructor (links all posted in Blackboard)
April 14	Johnny Terra, alumnus	<ol style="list-style-type: none"> 1. Watch video session on financial planning and budgeting, loan repayment and savings 2. Complete brief discussion questions in email to instructor (Links all posted in Blackboard)
April 21	Teresa Young/ WBU Writing Center	<ol style="list-style-type: none"> 1. Watch video on resume building, view examples 2. Create a resume and cover letter (due by April 21 via email)
April 28	Teresa Young	<ol style="list-style-type: none"> 1. View video on Alumni Association benefits, programs 2. View video on CollegeCentral.com job portal
May 5	Dr. Brent Lynn	<ol style="list-style-type: none"> 1. Watch video on professional Communication tips – social media, business letters and email, first impression on dress 2. Complete brief discussion questions in email to instructor

Due Date	Presenter	Assignment
May 14		1. Complete the ETS testing profile online 2. Complete the major field exam (or confirm with your advisor if there is none)
May 14		Visit the Graduate Studies webpage for info

Graduation Ceremonies: Please see the [academic calendar online](#) to find the specific graduation dates information for your campus.

Checklist Due: May 14, 2021