SIUE logo with black sans serif capital SIU and a red lower case e

Syllabus for CODE420

CODES Capstone– Face to Face

Fall 2025

Fr 10:00-10:50

Peck Hall 3404

## About the Instructor

Name: xxx

Phone: xxx

Email: xxx

Office Number: xx

Office Hours: xxx

## Welcome

Community-Oriented Digital Engagement Scholars (CODES) is a pathway for motivated students in all fields and majors to use their general education credits to work alongside community organizations to study and address the world’s most pressing problems. CODES students meet each semester in research-team courses facilitated by their mentoring professor and a community organization to address major social problems in our region. Teams analyze, visualize, and share their work with the broader public using skills central to the digital humanities, including data mining, mapping, storytelling, networking, and cultural analytics.

In the CODES capstone, we reflect on the knowledge and skills you’ve developed in the pathway and how they have influenced your major. We’ll discuss how your experiences can help translate into a plan beyond your undergraduate education, which may include future graduate study or career opportunities. We will use class time to develop resumes, graduate school application materials, and digital portfolios.

## **Co-Requisites and Pre-Requisites**

There are no co-requisites with this course. Students must have completed all coursework in the CODES sequence with a C or better before enrolling in CODE420, including CODE120, CODE121, CODE122, CODE123, CODE220, CODE221, and CODE320.

## **Catalog description**

Discusses how the CODES pathway relates to plans for continuing study and careers; students complete resumes, graduate school applications, and portfolios.

## **Course goals**

* Reflect on learning in CODES pathway and major at SIUE as it relates to career interests
* Complete resumes, graduate school application materials, and digital portfolios

## Communicating with the Instructor

The CODES pathway uses Slack for communications. Use it to talk to one another and to message me privately about our work or about your other experiences on campus. I’ll be available in Slack Monday through Friday between the hours of 9 and 5.

Course materials

The course Blackboard site includes the syllabus, homework assignments, grades, announcements, and other course resources. Access Blackboard at <http://bb.siue.edu/> by logging in with your SIUe e-id and password. A Blackboard orientation site is available at <http://www.siue.edu/its/bb/index.shtml>.

## **Course activities/assessments**

* CODES Reflection
* Interest Assessment
* Resume and/or Graduate School Application Materials
* Digital Portfolio

## Grading

CODE420 is a Pass/Fail class; if you satisfactorily complete all assignments, you will pass the class.

# Course and University policies

## Academic integrity/plagiarism

Plagiarism is the use of another person’s words or ideas without crediting that person. Plagiarism and cheating will not be tolerated and may lead to failure on an assignment, in the class, or dismissal from the University, per the [SIUE academic dishonesty policy](http://www.siue.edu/policies/1i6.shtml). Students are responsible for complying with University policies about academic honesty as stated in the [University’s Student Academic Conduct Code](http://www.siue.edu/policies/3c2.shtml).

## Late or Missed Assignments

I will not penalize students for late work, but to stay on schedule, receive prompt feedback, and be successful in class, try to meet our agreed upon deadlines.

## Services for Students Needing Accommodations

Students needing accommodations because of medical diagnosis or major life impairment will need to register with Accessible Campus Community & Equitable Student Support (ACCESS) and complete an intake process before accommodations will be given. Students who believe they have a diagnosis, but do not have documentation, should contact ACCESS for assistance and/or appropriate referral. The ACCESS office is located in the Student Success Center, Room 1203. You can also reach the office by emailing us at [myaccess@siue.edu](mailto:myaccess@siue.edu) or by calling [618-650-3726](tel:618-650-3726). If you feel you would need additional help in the event of an emergency situation, please notify your instructor to be shown the evacuation route and discuss specific needs for assistance.

## Diversity and Inclusion

This pathway deliberately seeks to be on the cutting-edge of diversity efforts at the university, hence the racial demographics of CODES exceed the standards of most other classes and programs on campus. All students and faculty have the responsibility to co-create a classroom that affirms inclusion, equity, and social justice, where racism, sexism, classism, ableism, heterosexism, xenophobia, and other social pathologies are not tolerated. In addition to fully supporting the University's [diversity statement](https://www.siue.edu/about/mission-goals-plans/diversity.shtml), we plan to participate in regular conversations throughout the semester to consider additional barriers and opportunities associated with the evolving nature of diversity, equity, and inclusion initiatives both on campus and more broadly.

## Academic and Other Student Services

As an enrolled SIUE student, you have a variety of support available to you, including:

* [Lovejoy Library Resources](http://www.siue.edu/lovejoylibrary/)
* [Tutoring Resource Center](https://www.siue.edu/lss/tutoring-resource-center/)
* [The Writing Center](http://www.siue.edu/lss/writing/index.shtml)
* [Academic Advising](http://www.siue.edu/advising/)
* [Financial Aid](https://www.siue.edu/financialaid/)
* [Campus Events](http://www.siue.edu/events/)
* [Counseling Services](https://www.siue.edu/counseling/)

If you find that you need additional support, please reach out to me, and let me know.

## Cougar Care

Dealing with the fast-paced life of a college student can be challenging, and I always support a student's decisions to prioritize mental health. Students have access to counseling services on campus (Student Success Center, 0222). Make an appointment by visiting [cougarcare.siue.edu](http://cougarcare.siue.edu/) or by calling [618-650-2842](tel:618-650-2842).

# CODES Partners

CODES is a partnership between several University programs and Centers; members of these University groups will make frequent appearances in and provides support for your CODES courses.

## The IRIS Center

The IRIS Center at SIUE is an interdisciplinary facility designed to support scholarship and teaching that applies digital content as a primary methodology. IRIS Center staff offer instructional sessions on a variety of tools and software, and students can visit the center for support in designing digital projects. The IRIS Center is particularly invested in opportunities for students to learn by doing; our students have complete fieldwork abroad, work with rare books, and serve as mentors for digital humanities clubs at secondary schools. In IRIS, students learn skills applicable to future careers like writing for the web, web development, and data visualization. Visit <https://iris.siue.edu> to learn more about the IRIS Center.

## SIUE Successful Communities Collaborative

SIUE Successful Communities Collaborative (SSCC) is a cross-disciplinary program that supports yearlong partnerships between Illinois communities and SIUE to advance local resiliency and sustainability based on community-identified environmental, social and economic issues and needs. SSCC's mission is to connect Illinois communities with SIUE students and faculty. The SSCC team is eager to support you and your cohort. Visit <https://www.siue.edu/successful-communities/index.shtml> to learn more about SSCC and the resources it has available to support your work.

## The SIUE Truth, Racial Healing and Transformation Campus Center

The SIUE Truth, Racial Healing and Transformation Campus Center (TRHT) seeks to dismantle a hierarchy of human value by connecting community agencies already engaged in anti-racism work, establishing new relationships between those community agencies and SIUE, and preparing students to work alongside community members as agents of social change. As equal partners with all stakeholders, we establish authentic, trusting relationships for the upbuilding of sustainable communities where people of all backgrounds can thrive. Visit <https://www.siue.edu/provost/trht/index.shtml> to learn more about TRHT, its goals, programs, and initiatives.

# Course Schedule

| **Week** | **Learning Activities** | **Assignments** | **Due Dates** |
| --- | --- | --- | --- |
| **Week 1**  Date | -Introduce syllabus and course goals  -Discuss experiences in majors, plans for senior assignment |  |  |
| **Week 2**  Date | Core Values Exercise | CODES Reflection |  |
| **Week 3**  Date | - Discuss excerpts from Burnett & Evans, *Designing your Life: How to Build a Well-Lived, Joyful Life*  -Interest Assessment |  |  |
| **Week 4**  Date | Conduct career exploration research |  |  |
| **Week 5**  Date | Panel Discussion |  |  |
| **Week 6**  Date | -Constructing a resume or CV for graduate school  -Visit from Career Center | Resume Draft |  |
| **Week 7**  Date | Time to revise and workshop resumes |  |  |
| **Week 8**  Date | Choosing a graduate program |  |  |
| **Week 9**  Date | -Discuss excerpts from Mumby, *Graduate school: Winning strategies for getting in* Bb  -What makes a good graduate school statement of purpose? | Draft of cover letter or graduate school statement of purpose |  |
| **Week 10**  Date | -Workshopping statements of purpose  -Asking for letters of recommendation or references |  |  |
| **Week 11**  Date | Digital portfolio examples |  |  |
| **Week 12**  Date | Develop portfolios and revise materials |  |  |
| **Week 13**  Date | Develop portfolios and revise materials |  |  |
| **Week 14**  Date | No Class-Thanksgiving |  |  |
| **Week 15**  Date | Reflect on next steps | Digital portfolios including final career/school application materials |  |
| **Week 16**  Date | Portfolio showcase |  |  |