

Coll 0171: Strategies for Success
Course Syllabus
Fall 2012



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Course Description

Coll 0171 – Strategies for Success is a one credit, ten week course designed to provide students with the tools needed to persist and succeed at Odessa College. Topics covered in the course include: learning styles, study techniques, note-taking, test-taking, personal wellness, effective writing and reading, time management, career and educational planning, and interpersonal skill development. We will be using [Nickel and Dimed: On \(Not\) Getting by in America](#) by Barbara Ehrenreich as our reader for the course. Familiarize yourself with all of the Google applications available to you through your student [Gmail account](#) ([Calendar](#), [Voice](#), [Drive](#), etc); we will be using many of these applications these ten weeks. We will also be using [Blackboard](#) to supplement course material. Journals, discussions and quizzes will be administered through Blackboard and your grades will be regularly updated in the [Gradebook](#) (accessible through the Odessa College Portal). New and current Odessa College students with fewer than 12 hours are required to pass COLL 0171. The course does not satisfy requirements for any degree plan at Odessa College, has no prerequisites, is non-transferable, and satisfies one credit toward your total semester credit hours. *The class with the best overall average attendance will be recognized at the end of these ten weeks.*

Supplies

You are expected to bring the binder and planner package and your copy of *Nickel and Dimed* (all available in the [Odessa College Bookstore](#)), to each class meeting.

Final Project

You will be responsible for organizing and presenting a final culminating project to your classmates at the end of these ten weeks.

More detailed project instructions will be provided to you on October 10th.

Option 1 – Show off a well-organized flash drive or Google Drive. Demonstrate the efficacy of your organization to your classmates.

Option 2 – Show off your well-organized course binder/planner to your classmates. A more detailed rubric will be provided to you.

Option 3 – Create and present a comprehensive [Prezi](#) on the ways in which *Nickel and Dimed* challenged/affirmed your worldview.

Methods of Evaluation

Your final grade will be determined by scores awarded on your active attendance and engagement in the course as well as your homework and in-class assignments, Blackboard journal entries, binder and planner checks, and your final project. Many Campus Activity assignments may also be completed online through Tegrity – tutors at the Student Success Center can help you access these recordings.

Attendance & Participation	Assignments & Journals	Organization (Binder/Planner)	Campus Activities	Final Project
30%	15%	20%	15%	20%

I will return all graded work back to you within one calendar week and will follow the following standard score ranges:

90-100 = A

80-89 = B

70-79 = C

69 and under = retake course

Your grades should be available to you in real time through the OC Portal – meet with a tutor in the Student Success Center if you have any trouble with access.

Core Course Objectives

Coll 0171 is specifically designed to improve academic skills, empower positive decision-making, and assist with educational and career planning.

All courses at Odessa College seek to foster the following six values and skills in our students:

1 – **CRITICAL THINKING SKILLS:** To include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

2 – **COMMUNICATION SKILLS:** To include effective development, interpretation and expression of ideas through written, oral and visual communication

3 – **EMPIRICAL & QUANTITATIVE SKILLS:** To include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions

4 – **TEAMWORK:** To include the ability to consider different points of view and to work effectively with others to support a shared purpose of goal

5 – **PERSONAL RESPONSIBILITY:** To include the ability to connect choice, actions and consequences to ethical decision-making

6 – **SOCIAL RESPONSIBILITY:** To include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Course Schedule

Daily lessons are numbered with the corresponding *Core Course Objective* below

Week 1 / August 29

Creating a Social Contract (1,2,4,6) + Campus Tour (3)

Homework – Return your completed biographic note card to me, with a photo, by next week. Get your copy of *Nickel and Dimed* ASAP.

Campus Activity – For Welcome Back Week, Student Activities is hosting a Blood Drive (in the Student Union), Picture Perfect out at the pavilion, and a movie night tonight. You can also check out Sports Center Late Night tomorrow from 6-10pm.

Week 2 / September 5

Marking Your Texts (1, 3) + College Organization & Academic Responsibility Overview (5)

Journal Entry– Respond to my “Coll 0171 Expectations” prompt via the Google Document invite I send you (in your OC email) by class next week.

Course Reader – Read the introduction and chapter one of *Nickel and Dimed* this weekend. Be prepared to discuss it in class next week.

Campus Activity – Check out the “Wrangler Round-Up” tomorrow afternoon outside at the Pavilion. I’ll be selling burgers!

Campus Activity – Tammi Patni presents “*Help I Don’t Like to Read!*” – this Monday at LRC 302, 2-3pm

Week 3 / September 12

*Meet today on the second floor of the LRC / Library

Odessa College Online (3), Student Success Center Tutoring + The Cornell Note-Taking Method (1,2,3)

Binder Check – Show me your well-organized course binder next week in-class.

Homework – Show me a copy of lecture notes from another class done in Cornell Notes style next week in-class.

Week 4 / September 19

Marking Texts (1,3) and Cornell Notes Review (2) + Academic Inquiry & Critical Thinking (1,2)

Homework – Take the syllabus quiz through Blackboard by midnight tomorrow (September 20th).

Homework – Show me you are effectively using your daily planner in class next week.

Course Reader– Read chapter two of *Nickel and Dimed* this weekend. Be prepared to discuss it in class next week.

Week 5 / September 26

*Meet at the LRC (first floor) today!

Research and the Learning Resource Center (2) + Studying and Test-Taking at the Collegiate Level (1,3)

In-Class Assignment- Turn in your LRC Scavenger Hunt activity packet at the end of class

Course Reader – Read chapter three of *Nickel and Dimed* this weekend. Be prepared to discuss it in class next week.

Week 6 / October 3

Fearless Writing (1,2) + Organizing Learning Groups (4) & Time Management in College (5)

Course Reader– Finish *Nickel and Dimed* this weekend and take the quiz through Blackboard by Sunday (Oct 8) at midnight.

Homework – Interview one of your other instructors during his/her office hours and bring the completed form to class on October 17th.

Campus Activity – This Monday, learn from Dean Bower’s *Grammar* lesson at the LRC Bib Lab from 2-3pm

Week 7 / October 10

College Survival: Learning Styles & Personality Styles (2,4,6) + Goal Setting (1,5) and the Transfer Process (2,5,6)

Final Project- Review the Final Project guidelines I provide and select your Final Project Option.

In-Class Assignment- Complete the *LifeWheel* and Goal-Setting assignments in class.

Binder and Planner Checks – Bring both your binder and planner to class next week for your final organization grades.

Week 8 / October 17

Degree Planning (5) and the OC 411 (5) + Financial Literacy (1,3,5)

Degree Planning – Schedule a 10 minute, one-to-one meeting with me by October 31 using email or text message. We'll talk in-depth about your plan of study here at OC and about your final course project.

Week 9 / October 24

Personal Wellness (3,5) + Career Exploration (1,3)

Homework –Write a half-page, single-spaced reflection on a career or plan of study you are interested in pursuing after OC. Relate your plan to what you learned from *Nickel and Dimed*. Tell me, specifically, how you're going to break into that academic program or career field. [Share the document with me on Google Drive by midnight this Sunday](#)

Week 10 / October 31

Final Project Presentations (1-6) and Course Survey (6)

In-Class Assignment- Presentation day! Those not presenting will help me grade the presenters.

Final – Take your comprehensive course exam on Blackboard by tomorrow night at midnight. This should take less than 20 minutes to complete.

Important

Attendance / Late Work Policy: If you miss class it is solely your responsibility to catch up. Though there is no differentiation made between excused or unexcused absences, late work will only be accepted the class period after an absence and only if I have been notified (by phone or email) prior to the absence. Some assignments occur in class and cannot be made up as homework. In some instances, you may make up course work by attending another section's meeting of Coll 0171.

Drop Policy: Students cannot drop COLL 0171 because it is an institutional requirement.

[Academic Dishonesty](#): You are expected to do your individually-assigned work independently. Serious academic dishonesty will result in a failing grade for the course. When you submit a piece of writing that bears your name as author, you are claiming that all the words and ideas in that work are yours unless otherwise noted. Failure to identify and document outside sources of information constitutes academic dishonesty.

[Special Accommodations](#): Odessa College complies with Section 504 of the Vocational Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. If you have any special needs or issues pertaining to your access to and participation in this or any other class at Odessa College, please contact me to discuss your accommodation options. You may also call or email the Office of Disability Services at 432-335-6861 or email Becky at brivera@odessa.edu

Helpful Resources

[Learning Resource Center](#): The Learning Resources Center (the OC Library) provides research assistance via the LRC's catalog and databases. Research guides, tutorials, and the "Ask a Librarian" service offer students a wealth of academic resources.

[Student Success Center](#): Free group and one-to-one tutoring, use of the computer lab, help with online courses, and more is available at 432-335-MORE (6673).

[Crisis Intervention](#): Odessa College cares about the health and safety of all members of our campus community. Contact me directly or contact Student Success Coach Katherine Phillips, member of our Behavior Intervention Team, at 432-335-6478 if you are concerned about your own well-being or the well-being of a fellow student.

Expectations for Engagement – Face to Face Learning

To help make the learning experience fulfilling and rewarding, the following Expectations for Engagement provide the parameters for reasonable engagement between students and instructors for the learning environment. Students and instructors are welcome to exceed these requirements.

Reasonable Expectations of Engagement for Instructors

1. As an instructor, I understand the importance of clear, timely communication with my students. In order to maintain sufficient communication, I will
 - respond to all messages in a timely manner through text message, email, or the next classroom contact; and,
 - notify students of any extended times that I will be unavailable and provide them with alternative contact information in case of emergencies.
2. As an instructor, I understand that my students will work to the best of their abilities to fulfill the course requirements. In order to help them in this area, I will
 - provide clear information about grading policies and assignment requirements in the course syllabus, and
 - appropriately communicate any changes to assignments and/or to the course calendar to students.
3. As an instructor, I understand that I need to provide regular, timely feedback to students about their performance in the course. To keep students informed about their progress, I will
 - return all graded work within one week of the due date.

Reasonable Expectations of Engagement for Students

1. As a student, I understand that I am responsible for keeping up with the course. To help with this, I will
 - attend the course regularly and line up alternative transportation in case my primary means of transportation is unavailable;
 - recognize that the college provides free wi-fi, computer labs, and library resources during regular campus hours to help me complete my assignments; and,
 - understand that my instructor does not have to accept my technical issues as a legitimate reason for late or missing work if my personal computer equipment or internet service is unreliable.
2. As a student, I understand that it is my responsibility to communicate quickly with the instructor any issue or emergency that will impact my involvement with or performance in the class. This includes, but is not limited to,
 - missing class when a major test is planned or a major assignment is due;
 - having trouble submitting assignments;
 - dealing with a traumatic personal event; and,
 - having my work or childcare schedule changed so that my classroom attendance is affected.
3. As a student, I understand that it is my responsibility to understand course material and requirements and to keep up with the course calendar. While my instructor is available for help and clarification, I will
 - seek out help from my instructor and/or from tutors;
 - ask questions if I don't understand; and,
 - attend class regularly to keep up with assignments and announcements.