

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 as our reader for the course. We will also be using Blackboard (Bb) to supplement course material. Two quizzes will be administered through Blackboard and your grades will be regularly updated in the Gradebook (accessible through the Odessa College Portal). Please do not email me or check your grades through Bb. New and current Odessa College students with fewer than 12 hours are required to pass COLL 0171 with a C or better. 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.

Supplies

You are expected to bring paper, pencils, pens, highlighters & your binder to each class meeting. You must be prepared to bring a planner/ scheduling system and your copy of **Community College Success** to class when I instruct you to do so.

Method of Evaluation

Your final grade will be determined by scores in the following categories.

Attendance / Participation	Discussions & Journals	Student Involvement	Binder
<i>20%</i>	<i>20%</i>	<i>20%</i>	<i>40%</i>

Standard score ranges:

90-100 = A

80-89 = B

70-79 = C

69 and under = retake course

Your grades should be available to you thru Web Adviser – meet with a tutor in the Student Success Center if you have any trouble with access.

Attendance / Late Work Policy: If you miss class it is solely your responsibility to catch up. Be aware that no differentiation is made between excused or unexcused absences. Excessive absences will affect your grade. Some assignments occur in class and may be difficult to make up outside of class.

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 (Library): The Learning Resources Center 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.

Core Objectives

Coll 0171 will improve critical thinking, communication, empirical & quantitative skills while promoting teamwork and developing personal and social responsibility.

- Critical Thinking Skills - creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- Communication Skills – effective development, interpretation and expression of ideas through written, oral and visual communication
- Empirical and Quantitative Skills – the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
- Teamwork – the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- Personal Responsibility – the ability to connect choices, actions and consequences to ethical decision-making
- Social Responsibility – intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national and global communities

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
 - provided my contact information at the beginning of the syllabus;
 - respond to all messages in a timely manner through telephone, email, or next classroom contact; and,
 - notify students of any extended times that I will be unavailable and provide them with alternative contact information (for me or for my supervisor) in case of emergencies during the time I'm unavailable.
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
 - communicate any changes to assignments and/or to the course calendar to students as quickly as possible.
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 classroom activities and homework within one week of the due date and
 - provide grades for major assignments within 2 weeks of the due date or at least 3 days before the next major assignment is due, whichever comes first.

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 with completing 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.

**Odessa College
COLL 0171 Strategies for Success
Student Success Agreement**

Semester:_____ **OC Student ID#**_____ **Phone #**_____

Student Name_____ **Major:**_____

I understand that the COLL 0171 Strategies for Success is a one credit, 10 week course designed to provide me 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. This course does not satisfy requirements for any degree plan at Odessa College, has no prerequisites, is non-transferable, and satisfies one credit toward my total semester credit hours.

I understand that I must obtain a passing grade of a “C” or better in order to satisfy the requirement of taking this course.

If I fail COLL 0171 the first time, I must sign a separate agreement with my instructor (coach) to complete hours in the tutoring center as well as meet with my instructor (coach) once a week in person. I must also attend workshops that my instructor (coach) recommends.

If I fail COLL 0171 a second time, I will only be permitted to enroll in 6 credit hours, along with the COLL 0171 course, as well as abiding by the previous agreement.

If I fail COLL 0171 a third time, I understand that I will be asked to sit out an entire long semester. The previous agreement will be factored into my grade.

My COLL 0171 Strategies for Success Instructor (coach) did review over this contract with me and I do understand the progress of consequences if I do not pass COLL 0171 Strategies for Success. I also understand that I copy of this signed agreement will be on file in my Strategies for Success Instructor’s as well one be provided to me.

Student Signature_____ **Date**_____

Instructor Signature_____ **Date**_____

Course Schedule

Week 1 / August 27 & 29

- Class 1 – Course Introduction
Assignment – Campus Tour
- Class 2 – Social Contract & Ice Breakers

Week 2 / September 3 & 5

- Class 3 – LABOR DAY – No class
- Class 4 – Binder Organization
Journal Entry #1 – Campus Tour
Assignment – Read “The Late Paper”

Week 3 / September 10 & September 12

- Class 5 – Marking the Text
Assignment – Read “The Roseto Mystery” & bring a written question.
- Class 6 – Cornell Notes
Assignment – Read OA Article & bring a written question for Class 8

Week 4 / September 17 & 19

- Class 7 – OC Online, SSC & Library Research
Assignment - LRC Scavenger Hunt activity packet
Journal Entry – SSC & LRC
- Class 8– Academic Inquiry
Finland Film Clip
Assignment – Read Education Article

Week 5 / September 24 & 26

- Class 9 – Testing
Assignment – Take the Learning & Personality Styles Inventories + the Global vs. Analytical Inventories on Blackboard.
Print the results and bring all of these to class next time.
Bring a question.
- Class 10 – Learning Styles and Personality Styles
Assignment – Read article and bring a question.

Week 6 / October 1 & 3

- Class 11 –Service Learning
Assignment – Read Linguistic Article & bring a question.
- Class 12 – Diversity
Assignment – Read poverty article & bring a question.

Week 7 / October 8 & October 10

- Class 13 – Marking the Text (Stereotype Article)
Assignment – Read career article and bring a question
- Class 14 – Cornell Notes and Inquiry
Assignment - Go to Web Adviser and print out your transcript.
Go to www.odessa.edu & print out a sample degree plan for the degree you wish to pursue at OC.
Bring these on Monday Oct. 15th.

Week 8 / October 15 & 17

- Class 15 – Goal Setting/Degree Plan/OC 411
Transcript & Sample Degree Plan due today!

Assignment – Life Wheel

Journal Entry

- Class 16 – Financial Literacy

Assignment – Financial Literacy Activity

Discussion Entry

Read article about Wellness and Wealth. Bring a question.

Week 9 / October 22 & October 24

- Class 17 – Wellness & Wealth

Assignment – Read article about having dreams and career goals. Bring a question.

- Class 18 – Career Exploration

Discuss gender specific careers

Assignment – Get your authentic assessment pieces ready

Week 10 / October 29 & October 31

- Class 19 – Authentic Assessment / Binder
- Class 20 – Authentic Assessment / Binder

*This course schedule is subject to change at the instructor's discretion.