

FIRST YEAR EXPERIENCE

Three Rivers Community College

IDS K105, CRN 13505

Fall 2016

Instructor: Rosemarie (Rosie) Payne
Office: Room D212
Email: rpayne@trcc.commnet.edu
Telephone: 860-917-2310
Class Hours: 2 pm – 4:45pm
Office Hours: By appointment
Required Text: Cuseo, J., Thompson, A., McLaughlin J., Moono, S. (2010, 2013). *Thriving in the Community College & Beyond*. Dubuque, IA: Kendall Hunt Publishing (ISBN 978-1-4652-6013-0)

Course Description:

Prerequisites: ENG096 placement or completion of ESL 063 with a C or higher The content of this course is designed to help you make a smooth and successful transition to college as active participants within the college environment. Student will have the opportunity to acquire academic skills, attributes, awareness of self as a learner, and to engage with the resources and activities within the Three Rivers Community College community. You can expect regular reading and writing assignments along with classroom discussion as you investigate how to be successful in this new environment. It is an opportunity to take an introspective look at yourself and your personal growth as a student and individual.

Course Objectives:

Information covered and assigned work is intended to increase the likelihood that this transition is successful and rewarding for the student. Emphasis is placed on interdisciplinary learning strategies, life management skills, active participation in the college community, classroom discussion/public speaking, and critical thinking skills necessary for any college student.

Students should seek to achieve/learn the following objectives:

- A) Make a positive and productive transition to college life.
- B) Develop coping skills and behaviors to meet the challenges of college education.
- C) Understand and improve the teaching/learning process.
- D) Develop skills that enhance planning, studying, communication and critical thinking.
- E) Assess personal strengths and limitations to set and achieve appropriate goals.
- F) Learn about and use the resources of Three Rivers Community College (TRCC).
- G) Become more confident with writing, reading and speaking in an academic environment.
- H) Establish personal, career and academic goals, with an understanding of what are the obstructions to these goals.
- I) Become aware of and develop attitudes towards tolerance and acceptance of diverse communities and their opinions.
- J) Actively and effectively participate in group assignments and discussions.
- K) Participate in activities/community functions on the Three Rivers Community College (TRCC) campus.

COURSE OUTCOMES

Upon successful completion of IDS 105 students should be able to:

Understand, articulate, and apply the elements of reasoning

Formulate appropriate questions and hypotheses

- Recognize assumptions and formulate premises
- Analyze, synthesize and evaluate information
- Formulate logical conclusions

Demonstrate informational literacy

- Understand how and why outside sources are utilized in academic work
- Learn and employ strategies for avoiding plagiarism

Understand and apply the fundamentals of quantitative reasoning

- Use information presented quantitatively to further academic work
- Identify, extract and interpret numerical data from various sources

Demonstrate effective communication skills

- Use writing, reading and speaking for inquiry, learning, and thinking in a college setting
- Understand, articulate, and apply self assessment and decision-making skills in achieving family, educational, career, and personal goals.

DISABILITIES STATEMENT:

Students with disabilities are guaranteed reasonable accommodation under the provisions of the Americans with Disabilities Act of 1992. Disclosure of a disability must be voluntary. For further assistance, please contact Matt Liscum in the Office of Disability Services at 860.215.9265 or mliscum@threeivers.edu. Please note that an instructor cannot provide disability accommodations until a student provides the necessary paperwork from the college's Office of Disability.

Academic Integrity:

Academic integrity is essential to a useful education. Failure to act with academic integrity severely limits a person's ability to succeed in the classroom and beyond. Furthermore, academic dishonesty erodes the legitimacy of the very degree awarded by the College. In this class and in the course of your academic career, present on your own best work; clearly document the sources of the material you use from others; and act at all times with honor.

PLAGIARISM:

Plagiarism is the unacknowledged use of another person's work or ideas in your writing. It is often known as copying word for word. However, even paraphrasing without acknowledgement or using the ideas of peers garnered from class discussion or a study group is considered plagiarism. Whether it is conscious or unconscious, plagiarism is a serious academic offense. Your writing for this course and any other course at TRCC, is expected to be original, current, and the product of your own thinking. A student who has plagiarized will receive a ZERO on that assignment, and will be reported to both the Academic Dean and Student Services Dean where disciplinary action may be taken.

Technology Statement:

The use of cell phones or other technological devices is not permitted during class time, unless deemed appropriate by the instructor.

Electronic Learning Portfolios:

All students are required to maintain an online learning portfolio in Digication that uses the college template. Through this electronic tool students will have the opportunity to monitor their own growth in college-wide learning. The student will keep his/her learning portfolio and may continue to use the Digication account after graduation. A Three Rivers General Education Assessment Team will select and review random works to improve the college experience for all. Student work reviewed for assessment purposes will not include names and all student work will remain private and anonymous for college improvement purposes. Students will have the ability to integrate learning from the classroom, college, and life in general, which will provide additional learning opportunities. If desired, students will have the option to create multiple portfolios.

Email:

Correspondence by email is considered a method of communication. Emailing an instructor is not the same as emailing or texting a friend. Please use proper salutation, complete sentences, punctuation, proper spelling, and identify yourself by name in the body of the email. **Students must use their college issued email account. College issued email is the official mode of communication used by the college to contact students. Always sent email to my college email and cc to Mrstpayne@aol.com to alert me.**

STUDENT CONDUCT

(From the Student Handbook) Demonstrate respect for others by: refraining from conduct that constitutes a danger to the personal health or safety of one's self or other members of the College community and guests or licensees of the College, including intentionally causing or attempting to cause injury; refraining from conduct that obstructs or seriously impairs or attempts to obstruct or seriously impair College-sponsored or College-authorized activities; and refraining from harassment, which is defined as conduct that is abusive or which substantially interferes with a person's pursuit of his or her customary or usual affairs.

Class Cancellation:

To determine if the college is closed, please visit the TRCC webpage at <http://www.trcc.commnet.edu> and or sign-up for notification through My CommNet ALERT.

College Withdrawal Policy

College withdrawals are accepted up until the week before classes end. Withdrawal forms are available on line or at the Registrar's office. The withdrawal does not need to be signed by the instructor but is strongly advised that you speak with the instructor before withdrawing. If necessary, you can withdraw over the phone by calling 860. 215.9064. Emails and faxes are also accepted. Withdrawal may affect your financial aid for current and or future semester(s). It is your responsibility to confirm that the withdrawal has been received. ***Not attending class is not dropping or withdrawing from a class.***

December 9, 2016 is the last day to withdraw from class this semester.

Class Attendance and Homework:

Class Attendance is expected and vital (see Classroom Participation below). Missing class will negatively impact your grade. You are expected to arrive on time, ready to take notes at the beginning of each class. *Choose a class buddy to pick up papers and handouts in the event you are absent, then you will have the information from the class. You should exchange contact information today. This is your responsibility, to insure you have the handouts and material from the class you miss.*

****I do not accept late work in this class.**** If you know you are going to miss a class, please speak with me in advance to make appropriate accommodations. Your missed work will need to be turned in on the day you return to class after your excused absence. **I do not accept emailed assignments.**

Evaluation Criteria:

This course demands active involvement in the learning experience accompanied by reading and writing activities that capture those experiences. The nature of the course content requires critical thinking skills to be learned, developed, and applied.

GRADING CRITERIA

This course requires active involvement in learning experiences accompanied by reading, writing, and speaking activities that capture those experiences. The nature of the course content requires critical thinking skills to be learned, developed and applied.

- a. **Participation and Homework:** Students are expected to come to class prepared each week and actively participate in discussions. You can earn 5 points weekly for prompt attendance and participation. **An introductory meeting with the Professor is part of the participation grade.** (5 minutes to be completed by October 7, 2016. Homework, as well as an organized comprehensive notebook (3-ring-binder) that includes the handouts, assignments and other information gathered is important to maintain and bring to class each week. Your notebook is subject to review at any time during the semester. Quizzes, discussion questions, and additional assignments will be part of the participation grade. Each student will be responsible to outline a chapter from the book and give a 10 -15 minute presentation using technology and provide a handout for the class of important information from the chapter.

“80% of success is showing up...” ~ Woody Allen

- b. **In-Class Reflection Papers/Quizzes:** At the beginning or end of some classes you will spend some time reflecting on what was covered in class and from the readings.. The paper will be done in class and will be based on guided questions. While grammar and punctuation will be checked, the paper will be evaluated upon content and treated as a rough draft. Complete sentences and legible handwriting is expected. You will NOT be able to make up reflections if you are absent as they will relate to the topics covered in the class/readings/guest speakers. There will be at least 3 quizzes given during the semester.
- c. **TRCC Event:** Each student must attend a **TRCC event** before 2nd of December. Notify the professor beforehand of the event you will attend. You will write one page essay about the event you attended, introducing it and commenting on it. You should include information that describes the event, identifies the sponsor, time of the event, where the event was held, a critical analysis of the event, and why you chose to attend. A 2 – 3 minute overview will be given in class. **RUBRIC/MORE INFORMATION TO FOLLOW.**
- d. ***Coping with College:** Write a 2-3 page reflective paper that addresses issues about you: Why is going to or returning to college important for you? What is going to be your greatest challenge? How will you overcome it? How do you think college will change your roles, routines, and relationships? What and

who are some of your supports and what are obstacles you think you will face? How will you work around obstacles that might prevent your success? What are some things you will do this semester to ensure your own success? What will be easy and what will challenge you? What are two things you must do as you build your plan for success? Why is a plan for success important? What help will you be seeking from me as your FYE instructor.

- e. **Syllabus Test:** The syllabus test will be composed of the following: multiple choice, true-false, short answer, matching, and essay questions. **This is given on the second week of class.**
- f. **Mid Term Exam and Final Exam:** There will be a midterm and final exam. Exams will consist of (but will not be limited to) multiple choice, short answer, true/false, matching, and essay questions. Exams cannot be made up unless arrangements have been made with the instructor *prior* to the time of the exam.
- g. **Educational Plan and Career Exploration Portfolio:** This assignment will help you map your coursework (requires you to meet your advisor and obtain a signed plan of study), provide an oral report of information reviewed, design a realistic plan for accomplishing your coursework, and learn to work with your advisor to accomplish your goals. *Additional information will be given out during a future class.
- h. **Non academic goal (NAG):** Students will be required to set a non-academic goal to be obtained by semester-end. The project requires the student to set short, mid, and long-term goals; manage his/her time; and present a 3-5 minute oral presentation at the end of the semester. More information will be provided for this project throughout the semester.

The following criteria will be considered in evaluating student performance:

- a. **Participation and Homework**
- b. **In Class Reflection Papers/Quizzes**
- c. **TRCC Event**
- d. **Coping with College**
- e. **Syllabus Test**
- f. **Midterm and final exams**
- g. **Educational Plan and Career Exploration Assignment**
- h. **Non academic goal**

Grade Computation:

The following is an approximate breakdown of the final grade (point values subject to change at the discretion of the instructor):

a. In-class participation and homework assignments	300 pts.
b. Reflections/Quizzes	50 pts.
c. TRCC Event	50 pts.
d. Coping with College Paper	50 pts.
e. Syllabus Test	50 pts.
f. Midterm and final exam (100 point each)	200 pts.
g. Educational Pland and Career Exploration Assignment	125 pts.
h. <u>Non-academic goal (NAG)</u>	<u>175 pts.</u>
TOTAL	1000 pts.

Grading Distribution:

A	940-1000	C	730-760
A-	900-930	C-	700-720
B+	870-890	D+	670-690
B	830-860	D	630-660
B-	800-820	D-	600-620
C+	77-79	F	0-590

“The only place where success comes before work is in the dictionary.”
~Attributed to both Vidal Sassoon and Donald Kendall

research proves
it--one of the **BEST**
college-success
tips **EVER**
is very simple.

**GO TO
CLASS!**

available near you! by: Roni, Making A's in College
www.makethebest.com

FALL 2016 Standard 15 Week Session

Aug 25	New Student Orientation
Aug 28	Registration deadline and last day to drop classes for full tuition refund - online (Aug 26 - in person)
Aug 29	Classes begin, Add and Drop Periods Begin
Sep 5	Labor Day - college closed
Sep 6	Last day for registered students to add a class
Sep 7	Convocation
Sep 11	Last day to drop classes and partial tuition refund
Sep 16	Constitution Day (observed) - classes in session
Sep 26	Last day to select audit option
Oct 14	Professional Day
Oct 31	Advising day (classes in session)
Nov 1	Continuing Degree-Seeking Student Registration for Winter '16 Intersession and Spring '17 Semester Advising day (classes in session)
Nov 7	Last day to select pass/fail option, last day to submit incomplete work from Spring '16 and Summer '16
Nov 15	New Student and Non Degree-Seeking Student Registration for Winter '16 Intersession and Spring '17 Semester, and last day to apply for spring graduation (May '17)
Nov 23	College Open - No classes in session
Nov 24-27	Thanksgiving Recess
Dec 6 & 9	Reading/make-up days
Dec 9	Last Day to withdraw from classes
Dec 16	Last Day of 15 Week Session
Dec 23	Final grades due to Registrar's Office
Dec 26	Christmas Day Observed - college closed
Dec 28	Grades available on web

FYE SCHEDULE

****Please note that this is a projected schedule. It may change during the semester.***

September 2: Week 1

Introduction Chapter 1: The Game Plan

Introduction/ Classmates and Instructor/Getting to Know You

Class Syllabus Overview/College and Class Expectations

Discussion: How is College Different from High School?

Why FYE/ Keys to Community College Success/Pet Peeves of students and teachers

Tour of Facilities

September 9: Week 2

Read Chapters 2 and 3 Student Presentations

Touching All the Bases and Goal Setting, Motivation, and Character

Goal Setting: Why are they important to your success?

MLA format for all written work: expectations for a guest speaker (Matt Burbine, Writing Center)

****SYLLABUS TEST****

Homework: YouTube: Randy Pausch video: The Last Lecture before class on September 16, 2016

September 16: Week 3

Review/reread Chapters 2 and 3 and be prepared for Last Lecture Quiz

Writing Goals and Motivation

(Library: Pam Williams guest speaker 2 pm in Library)

Rubric: Coping with College

NAG What is it?

September 23: Week 4

Read Chapter 4 Time Management and Preventing Procrastination

Guest Speaker: Louise Summa: Sexual Harassment in the Workplace (certificate)

Write an email to your advisor introducing yourself and asking to make an appointment to meet them and discuss your future plans at TRCC.* **Bring a copy of that email to next class.*

September 30: Week 5

Review: chapter 4 Time management and Preventing Procrastination (student presentation)

Identifying helpful strategies for Time Management

Tentative guest Speaker: Rhonda Spaziani, Student Services

Scavenger Hunt

NAG ideas submitted in writing for review

****COPING WITH COLLEGE PAPER DUE****

October 7: Week 6

Read Chapter 5 Higher Level Thinking and Chapter 6 Strategic Learning and Studying

Critical, Analytical, and Creative Thinking

Relationships with Classmates and Instructors

Identifying Support Structure

October 14: Week 7

Read Chapter 7 Test Taking Skills and Strategies

Communication: Writing/Body Language/Non verbal communication

How to study, why studying is important, learning from past exams

Finding your plan of study.

GPA: What is it? How do you figure it? And Why is it important?

Tentative: Karen Aubin guest speaker

October 21: Week 8

Educational Plan and Career Planning: Update from students

Explain Vision Board Assignment

MID TERM EXAM

Homework: Develop a resume using a free site on the web or use a model you are familiar with from our book

October 28: Week 9

Read Chapter 12 Educational and Career Planning and Decision Making

Career/Vision Board Due ***Academic Plan of Study Due***

Networking/Developing a Resume Hints and Ideas

Ideas for successful resumes/cover letters

Sexual Misconduct: Jessica Martin Guest Speaker (Tentative)

November 4: Week 10

Read Chapter 10 Social Emotional Intelligence

Interpersonal Relationships/Conflicts/Stress/Anxiety

Impromptu Speeches and why public speaking is a necessary skill

Introduction to Digication

UPDATE: NAG

November 11: Week 11

Read Chapter 8: Diversity

Understanding Self and Others

November 18: Week 12

Read Chapter 9 Financial Literacy

Sources of income, debt, good debt, bad debt

Guest Speaker: Pamela Days Luketich

November 25 No Class Thanksgiving Break

December 2: Week 13

Read Chapter 11 Health and Wellness

Review for final exam

Guest Speaker: Lt. Col. Steven Fields (CSP Ret) tentative

NAG PRESENTATIONS

December 9: Week 14

Final Exam

NAG presentations

December 16: Week 15

Wrapping it all up