

FIRST YEAR EXPERIENCE

Three Rivers Community College

IDS K105-T9, CRN 12341

Spring 2018

Instructor: Gayla Holmes
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Class Hours: 11:00 a.m. – 12:15 p.m., Monday & Wednesday D-221
Office Hours: By appointment
Required Text: Cuseo, J., Thompson, A., McLaughlin J., (2010, 2013, 2016). *Thriving in the Community College & Beyond*. Dubuque, IA: Kendall Hunt Publishing (ISBN 978-1-4652-9096-0) – Third edition

Course Description:

Prerequisites: ENG096 placement or completion of ESL 063 with a C# or higher. This course is designed to engage students as active participants within the college environment. Students will have the opportunity to acquire academic skills, attributes, awareness of self as learner, and to engage with the resources and activities within the Three Rivers Community College community. You can expect regular reading, writing and research assignments along with classroom discussion as you investigate how to be successful in this environment.

Course Objectives:

Information covered and assigned work is intended to increase the likelihood that college 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 and other public speaking, and critical thinking skills necessary for any college student.

Students should seek to:

- 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.
- G) Become more confident with writing, reading and speaking in an academic environment.
- H) Establish personal, career, and academic goals, with an understanding of potential obstructions to obtaining 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 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 and initiated by the student. 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 Services.

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 every degree awarded by the College. In this class and in the course of your academic career, present only 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, and the product of your own thinking. A student who has plagiarized will receive a ZERO on his/her assignment and may be reported to the Academic Dean and/or Student Services Dean for disciplinary action.

Technology Statement:

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

Title IX:

Statement of Policy for Public Act No. 14-11: An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus: “The Board of Regents for Higher Education (BOR) in conjunction with the Connecticut State Colleges and Universities (CSCU) is committed to insuring that each member of every BOR governed college and university community has the opportunity to participate fully in the process of education free from acts of sexual misconduct, intimate partner violence and stalking. It is the intent of the BOR and each of its colleges or universities to provide safety, privacy and support to victims of sexual misconduct and intimate partner violence.”

UNITED STATES DEPARTMENT OF EDUCATION AND OFFICE OF CIVIL RIGHTS TITLE IX STATEMENT OF POLICY: “Title IX of the Education Amendments of 1972 (Title IX) prohibits discrimination based on sex in education programs and activities in federally funded schools at all levels. If any part of a school district or college receives any Federal funds for any purpose, all of the operations of the district or college are covered by Title IX. Title IX protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination, including discrimination based on gender identity or failure to conform to stereotypical notions of masculinity or femininity. All students (as well as other persons) at recipient institutions are protected by Title IX – regardless of their sex, sexual orientation, gender identity, part-or full-time status, disability, race, or national origin-in all aspects of a recipient’s educational programs and activities.”

If any student experiences sexual misconduct or harassment, and/or racial or ethnic discrimination on Three Rivers Community College Campus, or fears for their safety from a threat while on campus, please contact, the Diversity Officer and Title IX Coordinator:

Title IX Coordinator and Diversity Officer

Questions about non-discrimination, contact Kenn Saad, Equity and Diversity Officer
(860.215.9319), ksaad@trcc.commnet.edu

Concerns about sexual assault, stalking, and intimate partner violence, contact Victoria Baker,
Interim Title IX Coordinator (860.215.9208) vbaker@trcc.commnet.edu
574 New London Turnpike, Norwich CT 06360

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 formal communication. Emailing an instructor is not the same as emailing or texting a friend. Please use a 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.**

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 MyCommNet ALERT.

College Withdrawal Policy:

Course withdrawals are accepted up until the week before classes end. Withdrawal forms are available online or at the Registrar's office. The withdrawal does not have to be signed by the instructor but it is strongly advised that you speak with your instructor before withdrawing. If necessary, you can withdraw over the phone by calling the Registrar's Office at 860.215.9064. Emails and faxes are also accepted. If you are receiving financial aid, it is strongly recommended that you contact the [Financial Aid Office](#) before withdrawing. 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.

The last day to withdraw from the Spring 2018 semester is Friday, May 4, 2018

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. After each class, I will post a brief synopsis of the class activities for the day with any associated assignments, handouts, etc. in Blackboard under *Course Content*.

****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.

The following criteria will be considered in evaluating student performance:

- a. **Classroom participation and in-class assignments**
 - b. **Weekly homework assignments**
 - c. **Quizzes**
 - d. **Midterm and final exams**
 - e. **Career Exploration Assignment**
 - f. **Demonstrated participation in a college activity**
 - g. **Non-academic goal**
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- a. **Classroom participation and in-class assignments**
Lateness and absences will have a negative impact on your grade. There will be periodic in-class graded assignments throughout the semester. If you are absent on the day of an in-class assignment, a make-up assignment will not be provided. **"80% of success is showing up..." ~ Woody Allen**
 - b. **Weekly homework assignments**
Reading and writing assignments are designed to provide opportunities for further exploration of ideas or for confirmation of understanding. All reading and writing assignments are due at the next

scheduled class meeting (unless otherwise noted). Weekly assignments should be typed using MLA format, unless otherwise noted by the instructor.

c. Quizzes

Required reading from the classroom text will often be assigned as homework. Students will be given a total of three (3) quizzes that specifically relate to the assigned reading assignment. The quizzes will be administered at random throughout the semester. Quizzes are to be completed in the first 20-minutes of class time. **No makeup quizzes will be given.**

d. Midterm and final exams

During the semester 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.

e. Career Exploration Assignment

This multi-part assignment will help you design a realistic plan for accomplishing your coursework and educational goals. Details of the assignment will be distributed throughout the semester.

f. Demonstrated participation in a college activity

Each student will participate in at least one Three Rivers Community College sponsored event or function and will submit a typed paper that critiques the experience.

g. 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.

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	340 pts.
b. Quizzes (20 pts. each)	60 pts.
c. Midterm (100 pts.) and final exam (150 pts.)	250 pts.
d. Career Exploration Assignment	100 pts.
e. Demonstrated participation in a college activity	75 pts.
f. <u>Non-academic goal (NAG)</u>	<u>175 pts.</u>
TOTAL	1000 pts.

Grading Distribution:

A	94-100	C	73-76
A-	90-93	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	0-59

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FALL 2017 Standard 15 Week Session

Aug 28	Registration deadline and last day to drop classes for full tuition refund
Aug 29	Classes begin, add and drop periods begin
Sep 4	Labor Day - college closed
Sep 4	Last day for registered students to add a class - online (Sep 1 in person)
Sep 5-8	Welcome Week
Sep 11	Last day to drop classes and partial tuition refund
Sep 18	Constitution Day observed (classes in session)
Sep 22	Professional Day (classes in session)
Sep 26	Last day to select audit option
Oct 17	Reading Day * See Additional Notes
Oct 31	Advising Day (classes in session)
Nov 1	Continuing Degree-Seeking Student Registration for Winter '17 Intersession and Spring '18 Semester
	Advising day (classes in session)
Nov 7	Last day to select pass/fail option, last day to submit incomplete work from Spring '17 and Summer '17
Nov 15	New Student and Non Degree-Seeking Student Registration for Winter '17 Intersession and Spring '18 Semester, and last day to apply for spring graduation (May '18)
Nov 22	College open - no classes in session
Nov 23-26	Thanksgiving recess
Dec 11	Last day to withdraw from classes
Dec 18	Last day of 15 Week Session
Dec 22	Final grades due to Registrar's office
Dec 25	Christmas Day - college closed
Dec 27	Grades available on web