

FIRST YEAR EXPERIENCE

Three Rivers Community College

IDS K105, CRN 31848

Fall 2019

Instructor: Gayla D. Holmes
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Class Hours: 1:30 p.m. – 2:45 p.m., M & W, 8/28/19—12/11/19
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 978-1-4652-1314-3)

Course Description:

Prerequisites: Completion of ESL K060 and ESL* K061 if appropriate.* 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**.

Contact Information for Disability Service Providers	
Matt Liscum mliscum@trcc.commnet.edu 860.215.9265 Office A124	<ul style="list-style-type: none">• Physical Disabilities• Sensory Disabilities• Medical Disabilities• Mental Health
	<ul style="list-style-type: none">• Learning Disabilities• ADD• Autism

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 will be reported to both the Academic Dean and Student Services Dean for disciplinary action.

Technology Statement:

The use of cell phones, laptops, or any other technological device is not permitted during class time. If you wish to use a laptop for note taking, please see me for prior approval.

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.

NOV. 22,

The last day to withdraw from the Fall 2019 semester is ~~December~~ 7, 2019.

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 be in your seat, on time, and ready to take notes at the beginning of each class period. **I do not accept late work in this class.** If you miss a class it is up to you to get me the assignment *the day it is due*. **I do not accept emailed assignments.** You must hand-deliver a hard copy to my mailbox, which is located in the D111 office suite. If you know you are going to miss a class, please speak with me in advance to make appropriate accommodations and obtain pre-approval for an excused absence. Your missed work will need to be turned in on the day you return to class after your pre-approved excused absence.

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. **Electronic learning portfolio**
- f. **Career Exploration Assignment**
- g. **Demonstrated participation in a college activity**
- h. **Non-academic goal**

a. Classroom participation and in-class assignments

Lateness and absences will have a negative impact on your grade. If attendance becomes an issue and you decide not to return to class, it is YOUR responsibility to officially withdraw from the course. There will be an in-class graded assignment at least once a week. No make-up assignments will be given.

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. Electronic Learning Portfolio

Students are required to create and maintain an online learning portfolio using Digication. The learning portfolio is a compilation of all that is accomplished during the semester and will serve as a useful reference tool for the student for semesters to come.

f. 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.

g. 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.

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.

Grade Computation:

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

a. Weekly in-class participation and homework assignments	250 pts.
b. Quizzes (20 pts. each)	60 pts.
c. Midterm (100 pts.) and final exam (150 pts.)	250 pts.
d. Electronic Learning Portfolio	75 pts.
e. Career Exploration Assignment	130 pts.
f. Demonstrated participation in a college activity	60 pts.
g. <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

“A mind that is stretched by a new experience can never go back to its old dimensions.”
~Oliver Wendell Holmes~

