

<b>Syllabus for GS 6: First Year Experience</b>	
<b>Semester &amp; Year:</b>	Spring 2015
<b>Course ID and Section Number:</b>	GS 6 – D7451
<b>Number of Credits/Units:</b>	3.0
<b>Day/Time:</b>	TuTh 3:40-5:05
<b>Instructor's Name:</b>	Sally Roy
<b>Contact Information:</b>	Office location and hours: Associate Faculty Office, by appt. Phone: 465-2300 (message only) Email: sally-roy@redwoods.edu
<b>Course Description (catalog description as described in course outline):</b> A first year experience course focusing on the development of academic and personal skills necessary to succeed in college and beyond. Students will learn how to manage time, understand classroom dynamics, and improve note-taking and test-taking skills. Students will be able to identify campus services and understand the technology used in higher education. Students will be directed towards specific educational goals and develop a comprehensive student education plan.	
<b>Student Learning Outcomes (as described in course outline) :</b>	
<ol style="list-style-type: none"> <li>1. Assess individual learning preferences which can be applied towards improving lifelong learning skills.</li> <li>2. Identify college expectations and demonstrate successful navigation within the college system.</li> <li>3. Develop and complete a formal student education plan.</li> <li>4. Analyze self-management systems and persistence practices to increase self-motivation and success.</li> </ol>	
<b>Required Books and Materials</b>	
<ol style="list-style-type: none"> <li>1. <i>On Course</i>, 7<sup>th</sup> Ed. by Skip Downing (Cengage) ISBN-10: 1133309739</li> <li>2. Binder with dividers and loose-leaf notebook paper</li> <li>3. Weekly planner recommended (not a monthly calendar)</li> </ol>	
<b>Grading</b>	
<b>A</b> (90-100%) <b>B</b> (80-89%) <b>C</b> (70-79%) <b>D</b> (60-69%) <b>F</b> (0-59%)	
Your grade will be posted on MyCR; you should check it frequently and meet with me to solve problems as soon as they come up—don't wait!	
Late work will receive a 10% deduction for each class meeting it is late.	
<b>Participation (30%)</b>	
You will receive a participation points for each of our class meetings. Attendance is based on 100% of the class session: if you're late you lose a point. I expect engaged participation in ALL of the activities during the class session (sleeping, texting, or doing homework for other classes do not demonstrate engaged participation). You are expected to bring your books and materials to class and complete all readings and assignments by the due date.	
<b>Chapter Tests (25%)</b>	
You will demonstrate your understanding of each textbook chapter by passing a test. Chapter	

tests are graded on a percentage correct. You will always know exactly what the learning goals are for each chapter before you begin reading it, which will help you master the material. You must notify me in advance (or as soon as possible for emergencies) if you will not be attending class on a test day; otherwise tests may not be taken on a later date. The “final” for this class is a portfolio project, which will equal the value of one chapter test.

### ***Course Journals (30%)***

I'll assign about 2 journal entries from your textbook each week. The journal assignments ask you to reflect on the concepts you are reading about and to apply them to your own life. I'll grade your journal based on how *thoughtful and complete* each entry is; each entry is worth 10 points, and will receive a 10 (exceeds expectations, very thoughtful, very complete), a 7 (meets basic expectations), or a 5 (does not meet expectations). You must write down the prompt for each journal entry or there is a 3 point deduction. This is so the journal will be a meaningful document of your experience and progress long after you no longer have the book with the prompts. Late journals will have a 10% deduction each class meeting it is late.

I expect you to do your best as you write your journals, but I realize some students struggle with writing issues like spelling and punctuation. These are journals, not term papers, so *perfection is not expected, but high quality thinking is*. Typed journals are easy for me to read, but legible handwritten entries are also acceptable. You will be turning in your journals about each Thursday, so they should be on removable pages from a binder.

### ***Assignments (10%)***

There will be two major assignments. One is an instructor interview (5%). This interview will replace one class meeting and there are assigned questions. The other major assignment is that students must submit note-taking samples (5% total). These samples are to show progress and competency in note-taking skills and will be assigned for specific dates.

### ***Student Education Plan or SEP (5%)***

With the assistance of a counselor or advisor from Student Support Services, you will develop your own SEP. You must show evidence that you've completed your SEP by the due date. If you meet the deadline this is an automatic A grade.

### ***Attendance***

Attendance is the single highest correlate with good grades. Attendance is required since you cannot be learning if you are not here, and you *always* miss something when you're absent. There are no excused absences except for official school activities. Just as you would with a job, *you* must take responsibility for your absences and the assignments or tests you may miss. Students with excessive absences may be dropped from the course; more than five absences are considered excessive for GS6.

If you will be missing an important activity or a quiz in GS 6 for an unavoidable reason, please contact me in advance to make arrangements for the missed activity or quiz. Unless there are extenuating circumstances or prior arrangements made, missed quizzes cannot be taken late.

- Be on time so you don't disrupt learning
- Have all your books and materials with you
- Turn off your cell phone and put it away
- Ask questions when you are confused
- Refrain from side conversations. They not only distract you, but distract your neighbors as well. Please take such conversations outside or wait until a break.
- Save snacks for the break and don't eat during class (drinks are OK)
- Leave the room quietly and rarely (you don't have to ask)
- Stay on task with the class work and avoid sleeping, texting, social networking, and homework from other classes
- Always treat all members of the class with respect and encouragement
- Take responsibility for the results of your work

Students who choose not to take these constructive actions are disrupting the learning of the whole class and will be asked to leave.

**Caveat**

Please be advised the as the instructor I reserve the right to make changes to this syllabus and course calendar.

**Special accommodations:** College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodations document to me as promptly as possible so that necessary arrangements can be made. If you have a disability or believe you might benefit from disability related services and may need accommodations, please see me or contact Disabled Students Programs and Services.

**Academic Misconduct:** Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an "F" in the course.

The student code of conduct is available on the College of the Redwoods website at:

<http://redwoods.edu/District/Board/New/Chapter5/AP%205500%20Conduct%20Code%20final%2002-07-2012.pdf>

Additional information about the rights and responsibilities of students, Board policies, and administrative procedures is located in the college catalog and on the College of the Redwoods homepage.

College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.

**Important dates:**

No Classes (Martin Luther King Day)	Monday, Jan. 19
Last day to drop & get a refund (no "W")	Jan. 30
Census Date	Feb. 2
Last day to withdraw with a "W"	April 3
Last day for instructors to drop failing students	April 3
No Classes (Lincoln's, Presidents)	Friday Feb. 13 & Monday Feb. 16
Spring Break	March 16-21
Final Exams	May 8-15