

<b>Syllabus for First Year Experience – Del Norte Education Center</b>		
<b>Semester &amp; Year</b>	Spring, 2016	
<b>Course ID and Section #</b>	GS-6 D9500 (039500)	
<b>Instructor's Name</b>	Bernadette Johnson	
<b>Day/Time</b>	M/W 12:30-1:55 pm	
<b>Location</b>	DM 36	
<b>Number of Credits/Units</b>	3 Units	
<b>Contact Information</b>	<i>Office location</i>	N/A
	<i>Office hours</i>	By appointment - My goal is to respond to messages within 24 hours. If you have an urgent matter, please feel free to make multiple attempts to contact me.
	<i>Phone number</i>	(707) 460-0957
	<i>Email address</i>	bernadette-johnson@redwoods.edu
<b>Textbook Information</b>	<i>Title &amp; Edition</i>	<i>On Course</i> , 7 <sup>th</sup> Ed.
	<i>Author</i>	Skip Downing
	<i>ISBN</i>	978-1-133-30973-4
<b>Course Description:</b>		
<p>A first year experience course focusing on the development of academic and persona 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. Student will be able to identify campus services and understand the technology used in higher education. Student will be directed toward specific educational goals and develop a comprehensive education plan.</p>		
<b>Student Learning Outcomes</b>		
<ol style="list-style-type: none"> <li>1) Assess individual learning preferences which can be applied toward 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>Special Accommodations</b>		
<p>College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will 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 <a href="#">Disabled Students Programs and Services</a>. Students may make requests for alternative media by contacting DSPS at 707-465-2352.</p>		
<b>Academic Support</b>		
<p>Academic support is available at <a href="#">Counseling and Advising</a> and includes academic advising and educational planning, <a href="#">Academic Support Center</a> for tutoring and proctored tests, and <a href="#">Extended Opportunity Programs &amp; Services</a>, for eligible students, with advising, assistance, tutoring, and more.</p>		
<b>Academic Honesty</b>		
<p>In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. In cases involving academic dishonesty, determination of the grade and of the student's status in the course is left primarily to the discretion of the faculty member. In such cases,</p>		

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where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and may be reported to the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: [www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresrev1.pdf](http://www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresrev1.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 website.

### **Disruptive Classroom Behavior**

Student behavior or speech that disrupts the instructional setting will not be tolerated. Disruptive conduct may include, but is not limited to: unwarranted interruptions; failure to adhere to instructor's directions; vulgar or obscene language; slurs or other forms of intimidation; physically or verbally abusive behavior. In such cases, where the instructor determines that a student has disrupted the educational process, a disruptive student may be temporarily removed from class. In addition, he or she may be reported the Chief Student Services Officer or designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at:

[www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProcedureSrev1.pdf](http://www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProcedureSrev1.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 website.

### **Emergency Procedures for the Del Norte campus:**

Please review the campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). The Crescent City campus emergency map is available at (<http://www.redwoods.edu/District/Maps/dnmap.asp> ). For more information on Public Safety, go to <http://redwoods.edu/safety/> In an emergency that requires an evacuation of the building:

- Be aware of all marked exits from your area and building.
- Once outside, move to the nearest evacuation point outside your building:
- Keep streets and walkways clear for emergency vehicles and personnel.
- Do not leave campus, unless it has been deemed safe by the campus authorities.

RAVE – College of the Redwoods has implemented an emergency alert system. In the event of an emergency on campus, you can receive an alert through your personal email, and/or phones at your home, office, and cell. Registration is necessary in order to receive emergency alerts. Please go to <https://www.GetRave.com/login/Redwoods> and use the “Register” button on the top right portion of the registration page to create an account. During the registration process you can elect to add additional information, such as office phone, home phone, cell phone, and personal email. Please use your CR email address as your primary Registration Email. Your CR email address ends with “[redwoods.edu](http://redwoods.edu).” Please contact Public Safety, [707-476-4112](tel:707-476-4112), [security@redwoods.edu](mailto:security@redwoods.edu), if you have any questions.

### **Classroom Behavior and Professionalism:**

Students are expected to maintain a professional attitude and treat others with respect. Students are encouraged to refrain from the use of offensive language when engaging with others in class. Electronic devices are only permitted for educational purposes. If you have an emergency and must take a phone call, please excuse yourself from class. This class requires participation in group activities. Please keep an open mind and be thoughtful in how you communicate with others so that we can create a warm and effective learning environment together.

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### Canvas:

Grades will be made available on CANVAS so you can track your progress. If you have questions or concerns please see me for assistance.

### Supplies:

In addition to your textbook, you will need **a binder with dividers and notebook paper, a journal, a daily planner with hours, and pens/pencils.** \*You will be turning in a portfolio with dividers at the end of the semester. More details will be discussed in class.

### Course Schedule:

You can use the schedule below to assist you in tracking and planning for assignments throughout the semester. Be aware that this schedule is **subject to change**, so contact me if you are unsure about an assignment. When in doubt, please ask.

Due Date	Assignment	Notes
<b>Jan 18</b>	<b>Holiday – Dr. King Day No Classes</b>	
Jan 20	First meeting : Review syllabus, supplies, course calendar and Canvas	
Jan 25	Read Chapter 1	
Jan 27	Quiz #1	Quizzes are completed on Canvas prior to class.
<b>Jan 29</b>	<b>Last Day to drop and receive a refund.</b>	
Feb 1	Read Chapter 2 Journal #1	
Feb 3	Quiz #2	
Feb 8	Read Chapter 3 Journal #2	
Feb 10	Quiz #3	
<b>Feb 15</b>	<b>NO CLASS PRESIDENTS DAY</b>	
Feb 17	Review Chapters 1-3	
Feb 22	Read Chapter 4 Journal #3	
Feb 24	Quiz #4	
Feb 29	Read Chapter 5 Journal #4	
March 2	Quiz #5	
March 7	Journal #5	
March 9	Mid-Term Essay Faculty Interview	
<b>March 14-18</b>	<b>Spring Break No Classes</b>	

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March 21	Read Chapter 6 Journal #6	
March 23	Quiz #6	
March 28	Read Chapter 7 Journal #7	
March 30	Quiz #7	
April 4	Read Chapter 8 Journal #8	
April 6	Quiz #8	
April 11	Read Chapter 9 Journal #9	
April 13	Quiz #9	
April 18	Note Taking Samples Journal #10	
April 20	Quiz #10	Review chapters 1-9
April 25	Journal #11	
April 27	Quiz #11	Review chapters 1-9
May 2	Journal #12	
May 4	Quiz #12 – Class Celebration/Potluck?	Review chapters 1-9
May 9	Final: Portfolio	

### **Journal (120 points total)**

You will need a spiral notebook or composition book to use as your journal for this class. Students can earn up to **10 points** for each journal that is turned in on time (see due dates above). The journal topics will be provided in class and may also be posted on canvas. Journaling is a way for you to learn to reflect on your thoughts and experiences as well as topics in the coursework. Journals will generally be collected at the beginning of class each Monday and will be returned to you on Wednesday. Grammar and spelling errors will not be counted against you UNLESS they are distracting or confusing to the reader.

### **Reading Quizzes (120 points total)**

Students are to complete one reading quiz available on Canvas for each chapter assigned in your textbook. These quizzes are open book and are worth up to **10 points** each. You are expected to bring your textbook to all class meetings and come prepared to discuss the reading that was assigned.

### **Class Participation (140 points total)**

Students are expected to come prepared to discuss reading assignments and current events. In addition, there will be in class activities and warm ups that will be an essential part of our learning together. Your contribution to open dialogue and intellectual discovery will make the class more enjoyable and rewarding for all. Students may earn up to **5 points per class** (excluding the final exam). Points may be deducted for leaving early, coming late and/or failing to contribute to the class. It is rude and disrespectful to “disappear” during breaks; please let me know if you have to leave early.

**Mid Term Essay – (20 points)**

Students will write a 2-3 page typed essay on one of the following topics. College style writing is expected and grammar and punctuation will be part of the grade. If you are having trouble with the writing expectations, see me or your counselor to find out more about tutoring services that may be helpful.

**Option 1) One Student’s Story**

Using the format provided in the textbook you will explain how you used a specific strategy from the textbook to overcome an obstacle in your student life.

**Option 2) Personal Philosophy of Success**

Define success in your own words, utilizing three or more strategies described in the textbook. Show examples, experiences or other evidence to support your philosophy.

**Final Portfolio - (100 points)**

Students will prepare a final portfolio to be turned in on May 9<sup>th</sup> during our regular scheduled class time. The portfolio should be a binder or other report folder that can accept dividers or tabs. The portfolio will be discussed in detail throughout the class. Below are the components to be included in the portfolio:

- 1) Reflection essay – How did this class affect you? What did you learn?
- 2) Mid-Term Essay (draft with corrections **and** final revision)
- 3) 2 Note-Taking Samples
- 4) Faculty Interview
- 5) Student Education Plan

**Late Work**

Students are expected to turn in work on the day it is due, per the course outline provided. Late work may be subject to up to a 20% reduction in points. If you are unable to turn in an assignment on time due to a legitimate emergency, please contact me as soon as possible. If you have a planned absence (such as travel or a doctor’s appointment) you must discuss this in advance.

**No late assignments will be accepted after May 9<sup>th</sup>.**

**Final Grading (1000 points possible)**

<b>A</b>	<b>93-100%</b>
<b>A-</b>	<b>90-92%</b>
<b>B+</b>	<b>87-98%</b>
<b>B</b>	<b>83-86%</b>
<b>B-</b>	<b>80-82%</b>
<b>C+</b>	<b>77-79%</b>
<b>C</b>	<b>70-76%</b>
<b>D</b>	<b>60-69%</b>
<b>F</b>	<b>59% or below</b>