

GS1 COLLEGE SUCCESS– EUREKA CAMPUS		
Semester & Year	Fall 2016	
Course ID and Section	E0619	
Instructor's Name	Barbara Jaffari	
Day/Time	Tuesday & Thursday 10:05-11:30	
Location	LRC104	
Number of Credits/Units	3.0	
Contact Information	<i>Office location</i>	AT134
	<i>Office hours</i>	By Appointment
	<i>Phone number</i>	707.476.4328
	<i>Email address</i>	barbara-jaffari@redwoods.edu
Textbook Information	Becoming a Master Student, 15th ed. By Dave Ellis ISBN#: 978-1-285-19389-2	
Recommended Materials	<ul style="list-style-type: none"> • 3-Ring binder and/or Accordion Organizer • College Ruled notebook paper and folders • Weekly Planner 	
COURSE DESCRIPTION		
<p>A course designed to inform and assist students to obtain the knowledge and skills necessary to reach their educational objectives. Topics covered include: Self-discovery, motivation, memory development, time and stress management, text book reading, note and test-taking skills, healthy living practices, and career and academic planning. Students will be utilizing a wide variety of college resources, study skills, and techniques to support their goals.</p>		
STUDENT LEARNING OUTCOMES:		
<ol style="list-style-type: none"> 1) Demonstrate learning study skills. 2) Display self and academic awareness. 3) Develop a career and academic plan. 		
COURSE REQUIREMENTS:		
<p>You are expected to:</p> <ul style="list-style-type: none"> • Be in class on or before the start time (10:05am) and stay until class is dismissed • Be prepared for class (complete all assignments and bring all materials needed for class) • Be actively listening and participate in class (asking questions, responding to questions and participating in classroom activities) • Keep all graded assignments until you receive your final grade <p>No food or drinks without secure caps in the classroom.</p> <p>Students who do not follow course requirements may be asked to leave the class.</p>		

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You may be dropped from the class any time before the end of week 10 (11/4/2016) if you:

- Do not attend the first class
- Miss 2 or more classes consecutively
- Miss more than 5 classes
- Miss more than 25% of assignments

GRADING SCALE:

10%	Participation (3.6 pts/session).....	100 points
5%	Quizzes (12)	50 points
15%	Exercises & Practice Critical Thinking.....	150 points
10%	Journal Entries (30).....	100 points
10%	Group Oral Presentation	100 points
10%	Individual Presentations.....	100 points
10%	Writing Assignment	100 points
5%	Education & Career Plan	50 points
25%	Exams (3)	250 points

A (100-90%), B (89-80%), C (79-70%), D (69-60%), F (59-0%)

NO EXTRA CREDIT

NO LATE WORK ACCEPTED – If you know you will be absent, you need to contact me before your absence and arrange to complete assignments and submit to me on or before the due date.

CLASSROOM ENVIRONMENT:

The instructor has primary responsibility for control over classroom behavior and maintenance of academic integrity. He/she can order temporary removal or exclusion from the classroom of any student engaged in disruptive conduct or conduct which violates the general rules and regulations of the College (See Disruptive Classroom Behavior section of syllabus). Disruptive behavior in the classroom that obstructs or disrupts the learning environment is defined as:

- Offensive language;
- Harassment of students or professors;
- Repeated outbursts from a student which disrupt the flow of instruction or prevent concentration on the subject taught;
- Failure to cooperate in maintaining classroom decorum; and
- Continued use of any electronic or other noise or light emitting device which disturbs others: beepers, cell phones, palm pilots, lap-top computers, games, etc.

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NO CELL PHONE USE UNLESS INSTRUCTOR DIRECTED – CELL PHONES ARE EXPECTED TO BE TURNED OFF DURING CLASS

It is expected that when you are in class you will be respectful, considerate and kind to everyone in class (including yourself).

ACADEMIC SUPPORT

Academic support is available at [Counseling and Advising](#) and includes academic advising and educational planning, [Academic Support Center](#) for tutoring and proctored tests, and [Extended Opportunity Programs & Services](#), for eligible students, with advising, assistance, tutoring, and more.

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 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 [Disabled Students Programs and Services](#). Students may make requests for alternative media by contacting DSPS at 707-476-4280.

ACADEMIC HONESTY

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, where the instructor determines that a student has demonstrated academic dishonesty, the student may receive a failing grade for the assignment and/or exam 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: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services>, and scroll to AP 5500. 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; and 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 to the Chief Student Services Officer or

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designee. The Student Code of Conduct (AP 5500) is available on the College of the Redwoods website at: <http://www.redwoods.edu/board/Board-Policies/Chapter-5-Student-Services> and scroll to AP 5500.

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EMERGENCY PROCEDURES FOR THE EUREKA CAMPUS:

Please review the campus evacuation sites, including the closest site to this classroom (posted by the exit of each room). The Eureka **campus emergency map** is available at: (<http://www.redwoods.edu/aboutcr/Eureka-Map>; choose the evacuation map option). For more information on Public Safety, go to <http://www.redwoods.edu/publicsafety>. 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 Incident Commander or campus authorities. (CR's lower parking lot and Tompkins Hill Rd are within the Tsunami Zone.)

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.” Please contact Public Safety at 707-476-4112 or security@redwoods.edu if you have any questions.

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.