

<b>Syllabus for GS 6 First Year Experience College of the Redwoods – Eureka Campus</b>		
<b>Semester &amp; Year</b>	Fall 2016	
<b>Course ID and Section #</b>	GS 6 E-0360 (040630)	
<b>Instructor's Name</b>	James Giacalone	
<b>Day/Time</b>	09/06/2016-12/15/2016 Lecture and/or Discussion Tuesday, Thursday 02:50PM - 04:55PM,	
<b>Location</b>	Learning Resource Ctr, Room 104	
<b>Number of Credits/Units</b>	3	
<b>Contact Information</b>	<i>Office location</i>	
	<i>Office hours</i>	Please contact me for an appointment
	<i>Phone number</i>	970-631-4949
	<i>Email address</i>	Jimmy-giacalone@redwoods.edu
<b>Textbook Information</b>	<i>Title &amp; Edition</i>	On Course: Strategies for Creating Success in College and in Life 8th Edition A reserve copy is available in CR Eureka library for 2-hour check out. This course can be accessed online in Canvas from the CR homepage under "Student Log Ins." There is a free phone app available for Canvas.
	<i>Author</i>	Skip Downing 8 <sup>th</sup> Ed
	<i>ISBN</i>	ISBN-13: 978-1305397477 ISBN-10: 1305397479
<b>Course Description</b>		
<p>This is 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.</p>		
<b>Student Learning Outcomes</b>		
<ol style="list-style-type: none"> <li>1. Assess individual learning preferences and apply towards improving lifelong learning.</li> <li>2. Identify college expectations &amp; demonstrate successful navigation within college system.</li> <li>3. Develop and complete a formal student education plan.</li> <li>4. Analyze self-management systems &amp; persistence practices to increase self-motivation &amp; 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 707-476-4280.</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>		

### **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.

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 will receive an "F" in the course.

### **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 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.

### **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

## Syllabus for GS 6 First Year Experience College of the Redwoods – Eureka Campus

<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](mailto: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.*

### Required Materials:

**1. Textbook: On Course: Strategies for Creating Success in College and in Life by Skip Downing, 7<sup>th</sup> edition. (O.C.)**

2. One single subject notebook for your journal
3. 2 different colored pens, one for questions, the other for answers.
4. Paper or electronic Planner.

**Grades** will be based on: 200 points available to earn in this course. Students can access current grade in Campus Grades. Grades can be calculated by dividing the number of points earned by 200 or by adding up what grades you received (or think you will get) and using the percentage scale below.

**A** = 180-200 pts. **B** = 160-178 pts. **C** = 140-158 pts. **D** = 120-138 pts. **F** = 118 pts. & below

Study Plan Assignments 10 Pts each (7)

Journal Assignments 10 Pts each (7)

Participation 10 Pts (1 Pt lost for each cell phone/computer/other distraction)

Student Education Plan 20 Pts

Midterm Exam #1 10 Pts

Midterm Exam #2 10 Pts

Final Exam 10 Pts

Assignment descriptions will be given to students in class and/or on Canvas.

90-92% A-

88-89% B+

83-87% B

80-82% B-

78-79% C+

70-77% C

60-69% D

Below 59% F

Grades will also be posted on Canvas. Please also check there for any possible changes to our schedule, and for information regarding specific assignments.



## ENROLLMENT SERVICES CALENDAR FALL 2016 Semester

Start/End Date	08/27/16	12/17/16
Description:	Fall 2016 (2016F)	
<b>Calendar</b>		
	<b>Full Term Classes</b>	<b>Other Than Full Term Classes</b>
Semester Begins	08/27/16	↓
Last Day to Register for Classes*	08/26/16	(or day before the first class meeting, whichever is later)
Last Day to Add a Class**	09/02/16	(or Friday of the 1 <sup>st</sup> week of classes, whichever is later)
Last Day to Drop without a "W" and Receive a Refund (Term fees are NOT refunded once the term begins)	09/09/16	(working day before 20% of term)
Census Date	09/12/16	(20% of term)
Last Day to File P/NP Option	09/23/16	(25% of term)
Last Day to Petition to Graduate or Apply for Certificate	10/27/16	(Last Thursday in October)
Last Day for Student Initiated Withdrawal (no refund)	11/04/16	(62.5% of term)
Last Day for Faculty Initiated Withdrawal (no refund)	11/04/16	(62.5% of term)
Final Examinations	12/12/16-12/17/16	Last day of class
Semester Ends	12/17/16	
Grades Due (grades instructor-entered via WebAdvisor)	12/23/16	One week after class ends
Grades Available for Transcript Release <sup>R</sup> (estimate)	01/09/17	Viewable on WebAdvisor day after instructor enters grades
<b>Holidays</b>		
Labor Day (all campuses closed)	09/05/16	
Veterans Day (no classes)	11/11/16	
Thanksgiving (all campuses closed)	11/24/16-11/25/16	
Winter Break (no faculty)	12/19/16-1/11/17	
Winter Holiday (all campuses closed)	12/26/16-12/30/16	
New Year's Day (all campuses closed)	01/02/17	
<b>Notes</b>		
<p>*A student may register for a class via WebAdvisor until the day before a class begins.</p> <p>**Waitlisted students may add a class via WebAdvisor after the class begins <i>if the instructor has granted permission to add for the student</i>. Permission expires in five days; however, student MUST register before census date of the class.</p> <p><sup>R</sup>The grades available date is the target date for having all grades entered for Fall 2016 semester and the Academic Standing process run. Transcripts waiting for grades to be posted will be mailed around this date. If students need spring grades on their transcript, they should not order their transcript until they see all their grades on their WebAdvisor account.</p>		