

Syllabus for Student Success GS 1– Eureka Campus

Semester & Year	Spring 2018	
Course ID and Section #	GS 1 Section 043509	
Instructor’s Name	Amy Berkowitz	
Day/Time	MW 11:40 AM-1:05PM	
Location	AT 106	
Number of Credits/Units	3 Units	
Contact Information	<i>Office location</i>	TBA
	<i>Office hours</i>	M W 11:00-11:30AM or TBA
	<i>Phone number</i>	
	<i>Email address</i>	amy-berkowitz@redwoods.edu
Textbook Information	<i>Title & Edition</i>	Becoming a Master Student, 15 th edition
	<i>Author</i>	Dave Ellis
	<i>ISBN</i>	9781285193892
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. 		
Special Accommodations		
<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 Disabled Students Programs and Services. Students may make requests for alternative media by contacting DSPS at 707-476-4280.</p>		
Academic Support		
<p>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.</p>		
Academic Honesty		
<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, 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</p>		

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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 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 <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.

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Welcome to GS 1 College Success. I am delighted to be teaching this course; it's been my hope to do so since I began teaching at College of the Redwoods. The work we do in this class could be the most important time in your life, but it's up to you to make it significant. I am looking forward to our journey together!

Please get your book right away. There is homework and reading assigned the first day. There is a copy on 2-hour reserve in the LRC (library). Our book is one of the most used on campus, so plan ahead in case someone else has it first.

In addition to our text, please have the following and bring to class:

- A Journal (composition book) for your homework journals (please label with your name)
- A 3-ring binder to hold your portfolio of work
- An eagerness to learn
- An open mind

My classroom rule is simple: we shall treat one another with respect. If you are engaging in disrespectful behavior, I will caution you first. If you would like to discuss my reasons, we can do so after class. In order for us to have the most productive experience possible, we need everyone to feel safe and valued in our classroom. Please keep this in mind when dealing with others.

It is my intention to make use of class time for activities that promote active learning. These activities involve exercises and discussions. We will be working together as a learning community. Your participation matters! Please come to class with all reading and assignments completed. The assignments will prepare you to take part in class activities and discussions. Choose to be responsible in completing your work on time and coming to class prepared.

I will provide grading rubrics when I introduce new assignments or before. You will always know how I will evaluate your work.

Assignment points:

There are 1000 points available as follows:

- **Class Participation** 10 points per class= 310
- **22 Journal Entries** at up to 5 points each= 110
- **3 exams at 60 points each= 180**
- **Midterm** 200
- **Student Education Plan** 100
- **Final Essay**—in class 100

Grading Scale:

A	95-100 %	950-1000 Points
A-	90-94%	900-949 Points
B+	86-89%	860-899 Points
B	82-85%	820-859 Points
B-	78-81%	780-819 Points
C+	74-77%	740-779 Points
C	70-73%	700-739 Points
D	60-69%	699-669 Points
Fail	0-59%	599 Points or below

Assignments

I will post assignments on Canvas and list them on your weekly handout. If you must miss class, you will lose participation points for that day. It is your responsibility to contact your classmates to get any information you have missed on that day. I will provide you with any handouts upon request.

Class Participation (10 possible points per class meeting) 31% of class and a possible **310** points. This is the easiest way for you to get points in this class. It is my intention to make use of class time for activities that promote active learning. These activities involve exercises and discussions. We will be working together as a learning community. **Your participation matters!** Please come to class with all reading and assignments completed. The assignments will prepare you to take part in class activities and discussions. Choose to be responsible in completing your work on time and coming to class prepared. On time attendance (not leaving early), prepared to work, participating in class activities will earn you full points of **up to 10 points per day**.

Journal Entries/Homework (up to 5 points each) will be assigned. You are allowed up to 3 late journal entries, but they must be completed within 1 week of the due date.

I will not comment on every journal entry, but I will score them as follows:

5 Points—Question has been answered thoroughly with examples and analysis of the issue.

3 Points—Question has been partially answered and/or examples or analysis are missing or are weak.

1 Point—Question has been minimally answered and/or is illegible.

If you have any questions about this rubric or if you disagree with my grade on an entry, please let me know; we can discuss the issue and review the rubric.

(22 assignments=110 points)

Exams—I am planning 3 exams (plus the final) this semester. If you attend class and do the assignments (including the reading) you will be prepared to do well. Total points available: 90 per exam (180 total)

Midterm Paper—200 Points This will be a written assignment. I will provide the details and the rubric when I assign it. (Approximately 4 typed pages)

Education Plan 100 points You will meet with a counselor or advisor and develop a formal Student Education Plan (SEP). This is an easy 100 points!

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Final Exam-100 points—This will be in the form of an essay you will write in class. I will give you details and the rubric when I explain the assignment.

Homework is due by next class unless otherwise noted

Calendar:

Week 1: Introduction

Week 2: Intro to College

Week 3: Time Management

Week 4: Reading for college and note taking systems

Week 5: College

Week 6: Money

Week 7: Study Skills

Week 8: Career & Education

March 12—16 Spring Break

Week 9: Research week

Week 10: Individual presentations

Midterm due: March 31

Week 11: Communication

Week 12: Group work

Week 13: Health

Week 14: Diversity & pre-conceptions

Week 15: What's next?

Final 10:45 AM—12:45 PM Monday, May 7

Please note: I do not accept late work. Part of college success is meeting deadlines. This is also an important life skill to master. If you would like an extension on an assignment, **you must contact me before it is due** to make reasonable arrangements.

Instructor reserves the right to change this syllabus with notice to the class.