

Syllabus for: Work 227, Team building – C.C.C.

Semester & Year	Fall 2017	
Course ID and Section #	Work 227 E4495	
Instructor's Name	Rob Ridenhour	
Day/Time	T/Th 6:30 PM – 8:30 PM	
Location	California Conservation Corps Multi-purpose Room	
Number of Credits/Units	Noncredit	
Contact Information	<i>Office location</i>	Office location and hours by appointment
	<i>Office hours</i>	
	<i>Phone number</i>	
	<i>Email address</i>	rob-ridenhour@redwoods.edu
Textbook Information	<i>Title & Edition</i>	N/A
	<i>Author</i>	N/A
	<i>ISBN</i>	N/A

Course Description (catalog description as described in course outline):

A course providing instruction in the core academic subject areas (Math, Language Arts, Social Sciences, and Science) at the secondary level. The emphasis is on helping students transition successfully to college or a new career. Students may work in a self-paced lab setting where content is individualized and driven by student needs. The focus is on study skills, test-taking strategies, work readiness, and exploration of career and educational pathways.

Student Learning Outcomes

1. Analyze the influence of different personalities in the workplace.
2. Define the characteristics of an effective team.
3. Evaluate common team problems and discuss methods to solve them.

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 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.

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

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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:

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; 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:

www.redwoods.edu/district/board/new/chapter5/documents/AP5500StudentConductCodeandDisciplinaryProceduresrev1.pdf

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Emergency Procedures

Emergency procedures for California Conservation Corps follow the exiting directions out of the building, using the appropriate evacuation routes. Listen and follow instructions from the Instructor, Staff, and Emergency Personal

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.

WORK 227 CLASS SYLLABUS:

SECTION # E 4491

Course Content:

In this Work 227 Course we will discuss differences in skills, personalities, evaluate what is needed to form an effective team, and solve the various problems that could come up and methods to solve those problems. The students will do some writing, public speaking, and will work together to solve problems.

Course Materials:

The instructor will provide materials.

Learning Outcomes

In this course students will be able to understand team dynamics, assess the strengths and weaknesses of their team, perform active listening and planning, do the research necessary to develop a plan, communicate well with others, and develop a plan to solve team problems together.

Course Calendar

DATE	TOPIC	
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10/31/2017	Understand what it means to be part of a team. And exploring interdependence and working together	<i>In-Class Activities will include</i>
11/02/2017	Developing interrelations in the workplace, and employing active listening	<i>lectures, discussions, reading, informal</i>
11/07/2017	Respecting cultural differences and the strengths and weaknesses of your team coworkers.	<i>assessment, exercises</i>
10/09/2017	Solving problems as a team activities	<i>in writing, and speaking.</i>

Identifying Issues

Students will learn to create documents, communicate, and organize information to further their career or education possibilities.

Activities

Students will learn to organize personal information, research their goal needs, communicate well with others, and develop a plan to further their education and/or career.

Course Requirements (Grading)

This is a non-credit course. Students will be assessed through observation and completed work to ensure student progress.

Instructor reserves the right to add, delete, or change activities or assignments based on ongoing assessment, attendance, and student needs.

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