FALL 2009 SEMESTER/ COURSE OUTLINE

Course Title: College Seminar   Instructor: Mary Creagh
COL 101 Sec. 92616-314    F 12:30- 3:15   Rm. O 135
Office Hours: by appointment-O 117   E-mail:

COURSE DESCRIPTION

This course is designed to introduce methods and techniques students can adopt to promote their perseverance and success at the college. Specific topics include college procedures and resources, academic advisement, time management, goal setting, test and note taking, health issues, and other areas related to student success in college.

COURSE OBJECTIVES

1. List and describe specific methods to:
   a) improve ability to recall information
   b) read a textbook with improved retention
   c) prepare for and take tests more effectively
   d) take effective notes from lectures and other sources
   e) make decisions and improve problem solving
   f) listen/ read more effectively for improved comprehension
2. Communicate more effectively with faculty, classmates, and other college employees.
3. Identify and utilize campus and community resources that can improve their college experience.
4. Locate and utilize a variety of library services and resource materials.
5. Describe and discuss procedures for improved time and money management.
6. Recognize signs of stress, and articulate techniques for handling stress associated with student issues.
7. Utilize procedures used for setting goals and determining priorities.
8. Identify and utilize effective academic planning techniques.
9. Articulate the benefits of studying in a diverse learning community.
10. Examine personal ideas and decisions regarding issues typically faced by community college students. These may include, but are not limited to, health and fitness, relationships, financial planning and career planning.
PROCEDURES FOR ACCOMPLISHING OBJECTIVES

The instructor will use methodologies including lecture, discussion, demonstration, discovery, cooperative learning, and other problem solving techniques. Classroom work will be supplemented with audio-visual materials, handouts, and guest speakers. Attendance at a library orientation is required. At the end of the semester each student must submit a portfolio containing a personal essay, an essay describing a specific goal-setting experience, a campus activity report, a research project, two classroom worksheets, and a career essay (or career inventory report).

ATTENDANCE POLICY

All students are responsible for all that transpires in each class. The college defines excessive absence or lateness as more than the equivalent of one week of class meetings. Excessive absence or lateness may lead to failure or removal from the class roster.

GRADING SYSTEM

Student Portfolio .................................................................40%
   (personal essay, goal-setting essay, campus report, research project,
   two worksheets/journals from class that you found most helpful with a brief explanation as to why you found each helpful, and a career essay (or career inventory report).
Library Workshop .............................................................20%
Evaluation of in-class work ..............................................40%

MATERIALS

1. 1”-1 1/2” LOOSELEAF BINDER divided into 3 sections
   1. course notes
   2. homework
   3. portfolio
2. STUDENT HANDBOOK
3. COLLEGE CATALOG

I look forward to working with you this semester, and am confident you will find freshman seminar a stimulating and useful course as you pursue your personal, academic, and occupational goals. Research on the success rates for those achieving a “C” grade or higher in OS 15 indicate these students have a significantly better chance of remaining in college and achieving their academic goals.

Mrs. Creagh
TENTATIVE WEEKLY SCHEDULE/ FALL 2009

1. 9/4  TOPIC: Introductions/ Course Outline/Why SCC?/Campus Tour  
   **HW: DUE 9/11**
   a) Bring in SCC Handbook, ID card, College Catalog and looseleaf binder
   b) Essay: Visualize your future. Write a 1 to 1½ page essay addressing each topic listed below. Include at least 3 sentences on each topic. Begin your essay with the phrase:
      It is the year 2025…..
      a) place
      b) family
      c) career
      d) friends
      e) health
      f) hobbies
      g) future plans
      h) self concept

2. 9/11 TOPIC: Curriculum / Priority Registration/Transfer process/ Financial Aid Values and Setting Goals  
   **HW: DUE 9/25**
   a) sign up for Career Inventory at Counseling Center  
      if you are undecided on a career choice. Bring in completed inventory  
      OR
      if you have decided on a career, talk to a counselor about it. Then type a 1 to 1½ page essay explaining why you chose this career, your plans for achieving it and any obstacles you may have to overcome in order to bring it to fruition.
   b) Curriculum worksheet

3. 9/25  TOPIC/ Computer Workshop/ Values and Setting Goals/ Money & Time Management  
   **HW: DUE 10/2**
   a) send a chatty e-mail to me. (look up my SCC e-mail online). Tell me how the class is going so far.
   b) print out your SAIN report…..bring 2 copies to class
   c) complete computer worksheet
   d) complete time management sheet
   e) complete Time Management Journal entry
   f) come to class with a specific short term goal; write goal index card

4. 10/2 TOPIC: LIBRARY WORKSHOP: class meets in O135  
   (LIBRARIAN: Ms Penny Bealle) Research / Development of Thesis Statement  
   **HW: DUE 10/9**
   a) COMPLETE library worksheets; return to me in my mailbox
   b) develop a thesis statement; write on index card
   c) work on personal goal
5. 10/9  TOPIC: Learning Styles/ Reading and Notetaking/ Memory Techniques
   **HW:** DUE 10/16
   a) complete learning style worksheet
   b) hand in goal-setting essay

6. 10/16 TOPIC: Critical Thinking/ Research: Developing an Outline/ library research
   **HW** DUE 10/23
   PORTFOLIO DUE

7. 10/23 TOPIC: Plagiarism/ Citing Sources/ MLA Format
   Shared Discussion of Goal Setting Essays/ Research Experience
   Campus Activities & Resources

**NOTE:** In accordance with the Departmental policy, clarity of thought, logical organization, content, grammatical correctness, editorial conventions and spelling will be considered in grading all students’ papers.

**DATES TO REMEMBER:**

**October 21:** LAST DAY TO WITHDRAW FROM CLASSES

**November 16:** PRIORITY REGISTRATION BEGINS
HW: a) Read: pp. 375-376 *Transferable Skills* (& box 372)
b) list at least 5 transferable skills you possess
c) list 5 campus resources and their location
d) pick up a College Catalog in Admissions