Course Title: Freshman Seminar  
Instructor: Prof. J. Goldstein, Ed.D.

<table>
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<tr>
<th>Catalog No.: COL101</th>
<th>Office: O117</th>
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<tbody>
<tr>
<td>CRN: 92590</td>
<td>Office Phone: 548-2575</td>
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<tr>
<td>Day/Time/Room:</td>
<td>Academic Skills Center: 548-2594</td>
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<td>8:00-9:15am TR - C004</td>
<td>Jan. 24, 2011 - Mar. 18, 2011</td>
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**TEXT:** Focus on Community College Success - Cengage Learning

**ADDITIONAL MATERIALS:**
- Student Handbook
- College Catalog
- Pencils and Pens (Blue or Black Ink)

**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 notetaking, health issues and other areas related to student success in college.

(1.5 Credits)

**COURSE OBJECTIVES:**
Upon successful completion of OS15 students will be able to:

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 skills; and
   f) listen more effectively for improved comprehension and retention.

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 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 management, career planning, and others.

PROCEDURES FOR ACCOMPLISHING OBJECTIVES:
The instructor will use methodologies including lecture, discussion, demonstration, discovery and other problem solving techniques. Classroom work will be supplemented with audio-visual materials, handouts, and guest speakers.

STUDENT REQUIREMENTS FOR COMPLETION OF THE COURSE:
Students are expected to complete the following requirements in order to receive credit for the course.

1. Pass all tests/quizzes
2. Required attendance at one or more campus activities with brief report, e.g., lecture, concert, club meeting, etc.
3. Library project
4. Campus resources project
5. Complete all assignments
6. Class participation

ATTENDANCE POLICY:
All students are expected to attend every class session for which they are registered. Students are responsible for all that transpires in class whether or not they are in attendance. The College defines excessive absence or lateness as more than the equivalent of one week of class meetings during the semester. Excessive absence or lateness may lead to failure or removal from the class roster. It is the student’s responsibility to keep me informed of any anticipated situation, or health issues, that may cause you to be away from class.
**GRADING SYSTEM:**
The grading system used is described on page 53 of the college catalog. Final grades will be determined using the following formula.

- Student portfolio………………………………………………………………………………….15%
  (Content of portfolio will be discussed in class.)
- Library Assignment………………………………………………………………………………….15%
- Three (3) Activity Reports (10% each)……………………………………………………………30%
- Evaluation of in-class work……………………………………………………………………….40%
  (Includes tests, individual and group activities.)

  TOTAL………………………………………………………………………………………………………100%

**HOMEWORK:**
- Homework is due the following class meeting.
- Projects are due on the day assigned.
- Proper heading and identification on all papers submitted.

**STUDENT MEETINGS:**
- Student meetings are by appointment.
  - Office location:
  - Office hours: Posted on the office door.

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 success rates for those achieving a “C” grade or higher in OS15 indicate these students have a significantly better chance of remaining in college and achieving their academic goals.
DESCRIPTION OF ASSIGNMENTS

MIDTERM

1. create and list one essay question for each of six chapters in the text.
2. answer any four of your own questions.
3. format: typed; double spaced; each answer at least one page.

FINAL

Autobiography or Biography of a family member or friend.
At least four typed double spaced pages.

Campus activity

Format

1. name
2. campus activity
3. date of activity
4. location of activity
5. participants
6. reaction
7. one page: typed double spaced