Course Outline
COL 101 - College Seminar
Tuesdays & Thursdays 4:30-5:45
Corhaug Building - Room 012
Instructor: Mr. Palumbo
palumbn@sunysuffolk.edu
(631) 548-2570

Course Outcomes
Students who successfully complete this course will:

1. Examine the purposes of higher education and understand where they fit in.
2. Define their short and long term goals with regard to their professional and educational objectives.
3. Acquire academic survival skills to promote active learning.
4. Enhance problem solving skills through analysis and critical thinking.
5. Strengthen interpersonal skills through class interaction and group activities.
6. Become familiar with and learn to use SCCC's library and learning resources.
7. Explore and develop strategies for dealing with a variety of personal and societal issues potentially faced by college students.
8. Begin to consider possible career paths and identify career development opportunities.
9. Increase understanding of time, stress, and personal resource management.
10. Gain expanded knowledge of the SCCC website and other resources and services provided by the College.

Required Text
Focus on Community College Success by Constance Staley
Must bring to class as of Tuesday, 11/2

Attendance Policy
Students are expected to complete all assigned work on time, to attend class regularly, and to participate in class discussions and activities. Excessive absence is defined by the college as more than one class meeting. Excessive absence or lateness, whether excused or unexcused may result in a grade penalty and/or removal from the class roster.
**Classroom Environment**

COL 101 is an academic course taught as a seminar, where students are expected to share responsibility with the instructor for both the teaching and learning of the course material. As such, it is expected that all will:

- Practice personal academic integrity
- Respect the dignity of your instructor and classmates
- Respect the rights of other's opinions and property
- Prepare by completing reading assignments prior to class and contribute meaningfully to class discussions

**Assignments**

1. **Classmate Introduction**: Students will interview a fellow classmate using a scripted questionnaire, and introduce them to the class.
2. **Library Research Project**: The class will visit the campus library for a presentation by a library faculty member. Students will learn how to use the library's database and complete a related assignment.
3. **Cover Letter and Resume**: Students will be required to create and submit a resume and cover letter, based on prior educational and work experience. **Due 12/3**
4. **Campus Activity Report**: The Campus Activity report is a one page typed synopsis of a scheduled student activity held on campus (examples given: Campus Lecture, Multicultural Thanksgiving, Club Meeting). **Due 12/17**

**Meeting Schedule**

- Tuesday, 10/27: Introduction/Syllabus/Expectations
- Thursday, 10/29: Classmate Interviews and Introductions
- Tuesday, 11/2: Chapter 1 - Getting the Right Start
- Thursday, 11/5: Chapter 2 - Goal Setting; Campus Scavenger Hunt
- Tuesday, 11/10: Chapter 3 - Learning about Learning
- Thursday, 11/12: Chapter 4 - Time Management; Computer Orientation - **Meet at Orient 237**
- Tuesday, 11/17: Chapter 5 - Critical Thinking & Creativity
- Thursday, 11/19: Chapter 6 - Technology Skills; Registration & Advisement Information
- Tuesday, 11/24: Chapter 7 - Listening; Library Orientation - **Meet in Peconic 206**
- Thursday, 11/26: Thanksgiving Break - No Class Meeting
- Tuesday, 12/1: Chapter 8 - Developing Your Memory
- Thursday, 12/3: Chapter 9 - Reading and Studying - **Resume and Cover Letter due**
- Tuesday, 12/8: Chapter 10 - Taking Tests
- Thursday, 12/10: Chapter 11 - Building Relationships
- Tuesday, 12/15: Chapter 12 - Choosing a Major
- Thursday, 12/17: Chapter 13 - Creating Your Future – **Campus Activity Report Due**