



SDV 108 03	The College Experience	1 Credit Hour
Fall 2015	MW, IC Room 165	12:00-12:55 pm

Instructor

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Office #801

Office Hours

Monday	Tuesday	Wednesday	Thursday	Friday
9:00-10:45 am 11:45-12:00 pm	9:00-10:00 am 2:30-3:30 pm	9:00-10:45 am 11:45-12:00 pm	9:00-10:00 am 2:30-3:30 pm	9:00-10:45 am 11:45-12:00 pm
I am also available by appointment if stated office hours conflict with student's schedule.				

Catalog Description

This course is designed to help students develop academic success skills by connecting students to college resources and facilitating participation in college culture. Activities include study and classroom performance strategies, personal exploration and development, academic and career planning and exploring the college experience.

Purpose of the Course/Course Rationale

The College Experience is designed to help you create greater success in college and in life. You will learn many proven strategies for optimizing your effectiveness in every kind of class that you take and will be introduced to campus facilities and resources that will aid in your success. The course will empower you to make wise choices in your academic and personal life.

Materials

On Course, Skip Downing, 7th Edition, 2014 by Houghton Mifflin Company, ISBN-10: 0-133-30973-9

Learner Outcomes

Upon the completion of this course you will:

- Demonstrate an understanding of college resources by identifying and utilizing appropriate campus resources to overcome recognized barriers to your success. (CT-c)
- Develop academic and career planning skills by creating an educational plan which will lead to achievement of your academic and career goals. (CT-a, C-a)
- Accept personal responsibility by distinguishing the difference between victim and creator language and demonstrating the ability to respond using "creator language". (IS-c)
- Demonstrate self-motivation by discovering your own meaningful goals and dreams and by taking control of time and energy to move towards the accomplishment of your goals. (IS-a)
- Increase self-awareness by identifying personal changes and adjustments needed to be successful in college, work and life.
- Discover your own personal learning style by completing an inventory and participating in discussion. (IS-d)
- Employ interdependence by utilizing college services and by working in cooperative teams where you feel respected, valued and free to give and receive help. (IS-b)
- Exhibit a tolerance and appreciation for others by interacting with classmates who may be from various cultures, backgrounds and lifestyles and analyzing talents, interests, thoughts and opinions that may differ from your own. (CA-a)
- Improve creative and critical thinking skills by analyzing and solving academic and personal problems, being mentally alert in the classroom, and offering comments, questions, and answers when appropriate. (CT-c, C-c)
- Master effective study and time management skills by demonstrating the ability to apply them to other courses to improve academic performance. (IS-a)
- Develop emotional intelligence by learning effective strategies for managing your emotional life, decreasing stress, and increasing your sense of well-being. (IS-d)
- Demonstrate financial responsibility and planning skills to achieve financial goals for a lifetime of financial health. (FL-a)

Course Activities

Course activities will include but are not limited to lecture, demonstration, reading assignments, guided journal writings, class exercises, class discussion, projects, quizzes, exams and conferences.

The textbook, *On Course: Strategies for Creating Success in College and in Life*, has been enjoyed by tens of thousands of college freshmen across the country. You will see passages in it written by past students, who help to demonstrate the value of the course. You also will notice that the book is interactive, and it differs from most of your other course textbooks. Dedication to completing all reading assignments, exercises, and written reflections is a requirement of this course and is critical to keeping up with class discussions. Come to class prepared to engage in discussion and activity. ****Bring your textbook every class.****

The class meets twice a week but you will find that the course topics blend into your daily existence. As you develop understanding of how each chapter applies to the choices you make, how you speak to yourself, how you spend your time, what your short-term and long-term goals are, and more, you will use this understanding to create success in your other courses

and life.

Grading Criteria

Participation	75
Quizzes	80
Reflective Journal	80
Out-of-class Activities	40
Self-Assessment Tests	20
Academic Plan	50
Final Exam	50
Total	395

Grading Rubric for Journal Entries

Needs Improvement 2 Point	Minimal Effort 4 Points	Par Performance 6 Points	Good Performance 8 Points	Commendable 10 Points
The entry is incomplete or off the assigned topic.	The entry is very skimpy, very short or very superficial. It is sloppily done.	The entry doesn't dig very deeply. It seems superficial in its analyses, relying on broad generalizations or stereotypes.	The entry is complete and somewhat relevant to the assigned subject, but is less specific than an entry worth 5 points.	The entry shows evidence of careful thought and effort. It discusses issues that are relevant to the assigned subject of the course. The entry is specific, not general.

Rubric for Class Participation Points

0-2 Points	3 Points	4 Points	5 Points
<ul style="list-style-type: none"> • Unprepared • Disruptive • Inattentive • Did not participate in class activities • Arrive late or leave class early 	<ul style="list-style-type: none"> • Prepared • Occasionally attentive • Participated in some class activities or participated reluctantly. 	<ul style="list-style-type: none"> • Prepared • Mostly attentive • Participated in most class activities 	<ul style="list-style-type: none"> • Well prepared • Fully attentive • Participated in all class activities

Grade Scale

Grades will be based on performance on exams, quizzes, assignments and class participation. Each activity will be assigned a point value. At the end of the semester, points earned will be totaled and converted to a letter grade according to the table below.

% of Total Pts.	Points	Letter Grade
100-90	395-356	A
89-80	355-316	B
79-70	315-277	C
69-60	276-237	D
59 and below	236-0	F

Extra Credit

No extra credit assignments will be given.

Late Assignments

Assignments are due on or before the date indicated by the instructor. Late assignments will not be accepted unless approval is given by the instructor in an emergency situation.

Makeup Quizzes

Students are expected to take quizzes during regularly scheduled times. Make up quizzes will be given at the discretion of the instructor.

Class Expectations

- Civility in the classroom is expected of all members of the class. Anyone who disrupts class to the extent that other's educational opportunities are diminished may be asked to leave the classroom.
- Students are expected to attend all class sessions and participate in classroom discussions and activities. If you do not attend class you are unable to participate.
- In the interest of preserving an effective learning environment, as free of as many disruptions as possible, all cellular telephones and pagers must be turned off or placed in a non-audible mode while in the classroom. Students should refrain from text messaging during class.
- It is the student's responsibility to contact the instructor in advance of an absence to submit and receive assignments.
- Personal issues discussed in the class DO NOT leave the classroom with the exception of:
 1. If a student indicates they will harm themselves or others. In such case the instructor will notify the Dean of Students and/or law enforcement officials.
 2. If the instructor feels they need clarification from another professional regarding strategy to assist student success.

Class Schedule

Course material and assignments may vary to fit the needs of this individual class. Additional assignments may be added at the instructor's discretion.

During the eight week period you will be required to attend **two** special activities sponsored by SWCC and report back as directed by your instructor. For participation in these activities, you will receive 20 points for each activity for a total of 40 points.

	TOPIC	ASSIGNMENTS
Unit One Day 1 W/Aug 26	<u>Getting On Course To Your Success</u> Class Introduction Syllabus Review Activity - Getting Acquainted	<u>For Next Class Period-Aug 31</u> <ul style="list-style-type: none"> • Read Chapter 1 "Getting on Course to Your Success" Pages 1-38 • Log in to the e-companion site
Day 2 M/Aug 31	Quiz: Chapter 1 Getting to Know SWCC Electronic communication review, add/drop review, refund schedule, testing options (CLEP) Utilizing a personal planner	<u>For Next Class Period-Sept. 2</u> <ul style="list-style-type: none"> • Read Chapter 2 "Accepting Personal Responsibility" Pages 39-74 <u>Due Next Class Period-Sept. 2</u> <ul style="list-style-type: none"> • Reflective Journal Entry Sample • Self-assessment pre-test
Unit Two Day 3 W/Sept 2	<u>Accepting Personal Responsibility</u> Quiz: Chapter 2 Library Presentation SWCC Student Rights & Responsibilities Plagiarism: Examples and Discussion Activity - Have to/Choose to	<u>Due Next Class Period-Sept. 9</u> <ul style="list-style-type: none"> • Reflective Journal Entry #4 (Page 33)
Day 4 W/Sept 9	Continued discussion on Chapter 2 Merits of a Personal Planner Activity - The Road Not Taken Financial Aid Presentation Campus Resource Hunt	<u>For Next Class Period-Sept. 14</u> <ul style="list-style-type: none"> • Read Chapter 3 "Discovering Self-Motivation" Pages 74-110 • Advisor Visit
Unit Three Day 5 M/Sept 14	<u>Discovering Self-Motivation</u> Quiz: Chapter 3 Create Your Academic Mission Statement and Goals Effective Note Taking	<u>Due Next Class Period-Sept. 16</u> <ul style="list-style-type: none"> • Reflective Journal Entry #10 (Page 89)
Day 6 W/Sept 16	<u>Making Wise Choices With Your Money</u> Guest Speaker	<u>For Next Class Period-Sept. 21</u> <ul style="list-style-type: none"> • Read Chapter 4 "Mastering Self-Management" Pages 111-148
Unit Four Day 7 M/Sept 21	Academic Planning Tools Presentation Transfer Website & Articulation Agreements Activity - Motivation?	<u>Due Next Class Period-Sept. 23</u> <ul style="list-style-type: none"> • Reflective Journal Entry #16 (Page 139)
Day 8 W/Sept 23	<u>Mastering Self-Management</u> Quiz: Chapter 4 Successfully Managing Your Time Activity - Time Management	<u>For Next Class Period-Sept. 28</u> <ul style="list-style-type: none"> • Read Chapter 5 "Employing Interdependence" Pages 149-180

<p style="text-align: center;">Unit 5</p> <p style="text-align: center;">Day 9 M/Sept 28</p>	<p>What do Faculty Expect? Video & Discussion</p>	<p><u>For Next Class Period-Sept. 30</u></p> <ul style="list-style-type: none"> • Read Chapter 6 "Gaining Self-Awareness" Pages 181-214 <p><u>Due Next Class Period-Sept. 30</u></p> <ul style="list-style-type: none"> • Reflective Journal Entry #17 (Page 156) or #19 (page 166) • First Draft of Your Academic Plan <p><u>Due October 14</u></p> <ul style="list-style-type: none"> • Final Draft Academic Plan
<p style="text-align: center;">Day 10 W/Sept 30</p>	<p><u>Employing Interdependence</u> Quiz: Chapter 5 Exploring Mutually Supportive Relationships Effective Study Habits</p>	<p><u>For Next Class Period-Oct. 5</u></p> <ul style="list-style-type: none"> • Read Chapter 7 "Adopting Life Long Learning" Pages 215-252
<p style="text-align: center;">Unit 6</p> <p style="text-align: center;">Day 11 M/Oct 5</p>	<p><u>Gaining Self-Awareness</u> Quiz; Chapter 6 How Do You Define Diversity?</p>	<p><u>Due Next Class Period-Oct. 7</u></p> <ul style="list-style-type: none"> • Reflective Journal Entry #21 (Page 185)
<p style="text-align: center;">Unit 7</p> <p style="text-align: center;">Day 12 W/Oct 7</p>	<p><u>Adopting Life Long Learning</u> Quiz: Chapter 7 Activity- Learning Style Inventory & Discussion</p>	<p><u>For Next Class Period-Oct. 12</u></p> <ul style="list-style-type: none"> • Read Chapter 8 "Developing Emotional Intelligence" Pages 253-288
<p style="text-align: center;">Day 13 M/Oct 12</p>	<p>When Teaching and Learning Styles Differ Activity - Making Course Corrections</p>	<p><u>Due Next Class Period-Oct. 14</u></p> <ul style="list-style-type: none"> • Final Draft of Academic Plan • Reflective Journal Entry #26 (Page 230)
<p style="text-align: center;">Unit 8</p> <p style="text-align: center;">Day 14 W/Oct 14</p>	<p><u>Developing Emotional Intelligence</u> Quiz: Chapter 8 Stress Management</p>	<p><u>Due Next Class Period – Oct 19</u></p> <ul style="list-style-type: none"> • Reflective Journal Entry
<p style="text-align: center;">Unit 9</p> <p style="text-align: center;">Day 15 M/Oct 19</p>	<p><u>Course Wrap Up</u> Self-Assessment Post Test Course Assessment</p>	
<p style="text-align: center;">Day 16 W/Oct 21</p>	<p>Final Exam</p>	

Academic Integrity Policy

Academic freedom is a fundamental right in any institution of higher learning. Honesty and integrity are necessary preconditions of this freedom. Academic integrity requires that all academic work be wholly the product of an identified individual or individuals. Joint efforts are legitimate only when the assistance of others is explicitly acknowledged. Ethical conduct is the obligation of every member of the college community, and breaches of academic integrity constitute serious offenses. Refer to this section of the Student Handbook for further details.

Plagiarism

Plagiarism is the representation of the words or ideas of another as one's own in any academic exercise. To avoid plagiarism, every direct quotation must be identified by quotation marks or by appropriate

indentation and must be properly cited in the text or in a footnote or in a bibliography or works cited page. Acknowledgment is required when material from another source stored in print, electronic or other medium is paraphrased or summarized in whole or in part in one's own words. Refer to Student Handbook for examples of plagiarism.

Temporary Closing Policy

Every effort will be made to keep the college open. However, should inclement weather or other emergencies necessitate closing the college or delaying the start of classes, the decision will be made between 5:00-5:30 a.m. and will be announced on the following:

(This information is also posted on Southwestern's website www.swcciowa.edu)

Radio Stations

KSIB-KITR	Creston	AM 1520 FM 101.3
KOAK/KCSI Red Oak		AM 1080 FM 95.3
KMA	Shenandoah	AM 960 FM 99.1
WHO	Des Moines	AM 1040 FM 100.3 FM 107.5
KJAN	Atlantic	AM 1220
KSOM	Atlantic	FM 96.5 and 95.7
KSOI	Murray	FM 91.9

Television Stations

KCCI-TV8	Des Moines
WHO-TV13	Des Moines
WOI-TV5	Ames/Des Moines
KMTV-TV3	Omaha
WOWT-TV6	Omaha
KETV-TV7	Omaha

2-Hour Late Start Information

When inclement weather causes the college to have a two-hour delay, the following procedures will be followed: If the two-hour delay occurs on a Monday, Wednesday or Friday, then classes will start at 9:40 a.m. (7:30 a.m. and 8:35 a.m. classes will not meet). Offices will open at 9:00 a.m. If the two-hour delay occurs on a Tuesday or Thursday, then classes will start at 9:00 a.m. (7:30 a.m. classes will not meet). Offices will open at 9:00 a.m. Career and Technical courses do not follow the same 1 hr./1 ½ hr. schedule. Please refer to your instructor for more details. Nursing 4 hr. class will start at designated late start time (9:40 a.m. or 9:00 a.m.). The college also utilizes text messaging through e2campus™ as another means to notify students, faculty and staff of important announcements. Please refer to the student handbook for information about this service.

Cell Phone Policy

The college believes in providing an environment conducive to learning. For this reason, cellular phone use should be kept to a minimum on campus and conducted in appropriate locations only. Cell phone users should be respectful of others.

1. Students are to turn cell phones off or to silent mode upon entering any classroom, computer lab, library or auditorium.
2. If necessary, students may conduct short, quiet cellular phone conversations in the hallways, away from doorways or outside of the buildings.
3. Cellular phones with picture taking capabilities are not allowed in locker rooms or weight rooms.
4. Faculty members have the right to limit the use of cell phones with picture taking and text messaging capabilities in their classrooms.
5. Students who fail to comply with the above regulations will be referred to the Dean of Student Services and will be considered in violation of the student code of conduct.

Children on Campus Policy

The college strives to maintain a quality learning environment and has established the following guidelines regarding children on campus.

1. Students will not be allowed to bring children with them in the instructional setting which includes, but is not limited to, the classroom, library, student center, etc.
2. When children are present on campus, they must be under the direct supervision of a parent, legal guardian, registered student or other authorized adult.
3. This policy does not intend to conflict with Southwestern's programs designed for the involvement of children. For example: 8th grade career day, youth-camps, business contests, vocational open house, etc.
4. Students who fail to comply with the above regulations will be referred to the Dean of Student Services and will be considered in violation of the student code of conduct.

Sexual Harassment/Sexual Offense/Sexual Violence

Sexual harassment is a violation of Title IX in that it constitutes differential treatment on the basis of sex (including sexual harassment, sexual violence, sexual misconduct, domestic violence, dating violence, or stalking). Title IX applies to any educational program or activity and protects both students and employees.

Southwestern Community College will not tolerate the commission of sexual offenses by or against students, faculty, and/or staff on or at any College campus, centers, facilities and/or activities. It is the policy at the College to provide education to help prevent sexual offenses, facilitate the reporting of and provide information on counseling concerning sexual offenses, and, when appropriate, investigate and take disciplinary actions regarding sexual offenses.

Students may refer to the College's Student Handbook on the college's website at <http://www.swcciova.edu/student-life/student-handbook>, for additional information regarding sexual offenses.

Any person who believes he/she has been subjected to sexual harassment, sexual violence, sexual misconduct, domestic violence, dating violence, or stalking may report the behavior to Jolene Griffith, Educational Equity (or Title IX) Coordinator, 641.782.1456 or 800.247.4023, ext. 456. *Reports may be filed by the alleged victim or others on their behalf. Anonymous reports will be accepted, however, options available to college authorities for investigating or resolving anonymous reports may be limited because of the unique challenges presented.*

Nondiscrimination Statement

Southwestern Community College prohibits discrimination on the basis of race, color, national origin, sex, disability, age in employment, sexual orientation, gender identity, genetic information, creed, religion, veteran status, associational preference and actual or potential parental, family or marital status in its programs, activities or employment and personnel policies and practices. Southwestern also affirms its commitment to providing equal opportunities and equal access to its facilities. Inquiries regarding compliance with the nondiscrimination policy and the appropriate grievance procedure may be directed to: Educational Equity Coordinator, Southwestern Community College, 1501 W. Townline St., Creston, IA 50801, 641.782.1456 or 800.247.4023, ext. 456.

Accommodations

Southwestern is committed to the regulations of the American with Disabilities Act in making reasonable accommodations for students, staff, or patrons of the College in accessing its facilities. Any student with a disability wanting to request accommodations should notify the College administration of his/her needs, and the College will do what is reasonable to effect changes and assist the individual in being successful in the College environment. Steps for obtaining such accommodations are listed in the Student handbook (Disability/Special needs at Southwestern). For further assistance regarding accommodations or to identify special needs, students should contact Deb Pantini, Director of Student Development, Administration Center, at 641.782.1458.

Emergency Notification Policy Statement

SWCC has a campus-wide emergency notification system (e2Campus) to send instant text messages and/or e-mail messages to all students, faculty, and staff who have elected to receive them. This system will be utilized to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. This service also allows users to receive messages when classes are canceled and/or messages when the college is closed due to weather. With this system in place, SWCC can instantly and simultaneously distribute brief time-sensitive messages in emergency situations. Although there is not one system that is 100 percent guaranteed effective, this is an important method of communication.

In order to alert students and employees that an emergency text has been sent, an Emergency Alert sound will be activated. This sound (as well as the tornado and fire alarm sounds) can be heard on the Emergency Notifications page on the SWCC Web site. If the **Emergency Alert sound** is activated on campus, students and staff should immediately check their text messages. Some carriers may charge for incoming text messages so keep this in mind should you decide to sign up. You may also sign up to receive the same messages via email with or without signing up your cell phone number. To sign up, students will need to log on to SWCC's Campus Connect system. New students will receive training on Campus Connect at Success Seminar, The College Experience course, and orientation.

Class Attendance Related to School-Sponsored Activities

The college recognizes that many students participate in school-sponsored activities that may conflict with class meeting times. These school sponsored-activities (excluding practices) may include athletic competitions, student academic competitions and conferences, student musical performances, class sponsored field trips, etc. Students involved in such activities must give written notice to the instructor at least three days in advance of the anticipated absence. Students will be given the opportunity to independently make up course work or work of equal value for the day(s) the event was scheduled and to take a scheduled exam at an alternative time. School-sponsored absences shall not result in a reduction in attendance or participation grades. In the event of a last minute schedule change, the student must notify all affected faculty members immediately. A relevant last minute schedule change could be, but is not limited to, inclement weather causing an event to be rescheduled with less than three days advance notice.

General Education Statement

Southwestern Community College is an institution dedicated to continuous student improvement. As part of our general education assessment efforts, it is necessary for us to collect and analyze academic data. Data drawn from students' work for the purposes of institutional assessment will be collected and posted in aggregate, and will not identify individual students. Your continued support in our on-going effort to provide quality instructional services at Southwestern is appreciated.

Syllabus Disclaimer Statement

This syllabus is representative of materials that will be covered in this class; it is not a contract between the student and the institution. It is subject to change without notice. Any potential exceptions to stated policies and requirements will be addressed by the instructor on an individual basis, and only for reasons that meet specific requirements.

(7/7/15)