

PD 100 College Success Course Syllabus

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“People often say that motivation doesn’t last. Well, neither does bathing – that’s why we recommend it daily.”

-Zig Ziglar-

Course Introduction

Welcome to PD 100! This course explores practical strategies for empowering students to become active, responsible and lifelong learners. During the semester students will complete a journey of self-discovery that will help prepare them to make wise choices both in a college setting and in life outside of the college environment. To accomplish this, participants in this course will identify their educational goals, become familiar with college resources and services and explore strategies for academic and personal success.

Course Transferability

This course is CSU transferable. *It is also UC transferable with limitations. Specifically, the combination of PD 100 and PD 110 is limited by the UC system to one course. See SBCC counselor for further information.*

Student Learning Outcomes

After successful completion of PD 100, students will be able to:

1. Demonstrate the use of academic skills (including effective reading, writing, studying, time management, test-taking skills, critical thinking, and problem solving) and apply those skills in other courses.
2. Set personal, academic and career goals, and design plans for their attainment.

3. Demonstrate knowledge of SBCC resources which includes student support services and learning resources.

Course Objectives

1. Develop reading, writing and study skills
2. Develop note taking techniques
3. Develop critical thinking skills
4. Develop study and time management skills
5. Clarify reasons for attending college
6. Develop confidence-building techniques
7. Develop interpersonal skills
8. Identify personal and work values
9. Establish career and life goals
10. Investigate academic programs, including course, major and graduation requirements
11. Investigate SBCC's learning resources and support services

Assessment Measures

Student performance in PD 100 will be assessed in thirteen ways:

1. *Autobiography (5%)*: Students will write a three page double-spaced autobiography.
Due Date: TBA

Assignment score: _____

2. *Goal Setting Worksheet (5%)*: Students will complete a goal setting worksheet identifying a semester goal along with tasks to complete this goal.

Assignment score: _____

3. *Career/Major Portfolio* (15% of grade): Students will clarify career and educational goals by visiting the Career Center and by using a variety of related printed and online resources. Students will next create a portfolio that will include printouts and notes of the resources they have used in completing their self-assessments. Due Date: TBA

Assignment score: _____

4. *Semester, Weekly and Procrastination Logs* (5%): Students will complete a series of logs to help them manage their time effectively and avoid procrastinations.

Assignment score: _____

5. *Scholarship Personal Statement* (5%): Students will write a personal statement that can be used for scholarship applications. Due Date: TBA

Assignment score: _____

6. *Critical Thinking Worksheet* (5%): Students will complete a critical thinking worksheet based on source analysis and interpretation. Due Date: TBA

Assignment score: _____

7. *Blog* (5%): Students will contribute insights on selected topics discussed in class. Due Dates: TBA

Assignment score: _____

8. *Keyword Outline* (5%): Students will complete a keyword outline on the first three chapters of *It's All Politics*. Due Date: TBA

Assignment score: _____

9. *In-class Essay Examination* (15% of grade): Students will write an in-class essay exploring key themes in *Whistling Vivaldi* and how these themes relate to the quest for college success. Students will also be required to revise their essay exam after identifying areas that need improvement. Due Date: TBA

Assignment score: _____

- 10. *Research Page* (5%): Students will pick a topic and practice the craft of research methodology. Due Date: TBA

Assignment score: _____

- 11. *IGETC/Articulation Agreements/AA.-A.A. Degree and Next Semester Plan* (5%): Students will secure these transfer documents and or degree documents related to their major and will complete a next semester plan with the aid of counseling.

Assignment score: _____

- 12. *Self-Evaluation* (10%): Students will reflect and write about what they have learned this semester in PD 100. Due Date: TBA

Assignment score: _____

- 13. *Final Examination* (15% of grade): Students will write an in-class essay exploring key themes in *The Alchemist* and how these themes relate to the quest for college success. Due Date: TBA

Assignment score: _____

Note: No late assignments will be accepted. There will be no make-up examinations administered without proper documentation. No exceptions.

PD 100 Grade Scale

90-100% = A 4.0

70-79% = C 2.0

59% and below F

80-89% = B 3.0

60-69% = D 1.0

Required Books/Materials

The following books and materials are required for this course. They are available at the SBCC Bookstore.

Cheryl Kroll. *Beating the Odds: Keys to Overcoming the Hidden Barriers to College Success*. Balboa Press, 2013.

Paolo Coelho. *The Alchemist*. Harper Collins, 1998.

Steele, Claude. *Whistling Vivaldi*. W. W. Norton & Company, 2011.

Computer/Internet Access

Students must access the Internet to download course materials. You will also need to have access to Adobe Reader and Microsoft Word. If you do not have Internet access, be sure to use one of the many computer labs accessible at SBCC. To view location of computer resources on campus visit the following web site:

<http://www.sbcc.edu/computerresources>.

Participation

In-class participation is mandatory in this course! Be sure to look at SBCC's online course offerings if this is your preferred method of instruction delivery. Students are responsible for signing the attendance roster. If a student is unable to attend class, it is their responsibility to notify the instructor through an e-mail message. If a student stops attending class, then it is their responsibility to drop the course. Failure to do so will result in an F issued for the course grade.

Rules of Conduct

The instructor will not tolerate disruptive behavior in class. Disruptive behavior includes, but is not limited to the following: coming to class unprepared, arriving late to class, striking up a conversation with your neighbor during class, taking naps during class, failing to take notes during class, leaving class early, not coming to class, and forgetting to turn off cell phones and pagers before coming into class. Dishonesty, plagiarism and cheating will result in immediate dismissal from this course.

How to Succeed in this Course

What makes a successful college student? We will explore answers to this question throughout the semester. For starters, successful college students accept personal responsibility, are self-

motivated and have mastered time-management. This course will call upon students to adopt and apply these principles by requiring them to:

1. Study consistently throughout the semester
2. Stay on top of reading assignments.
3. Take detailed notes.
4. Review their notes regularly.
5. Have assignments ready in advance
6. Work on writing skills.
7. Attend class regularly.
8. Visit the instructor during office hours.

American with Disabilities Act

Please inform the instructor if you need course adaptations or accommodation in the classroom because of a disability, if you have emergency medical information to share with your instructor, or if you need special arrangements in case the building must be evacuated.

SBCC Students with disabilities who are requesting accommodations should use the following SBCC procedure: contact the DSPS office, submit documentation of your disability to the DSPS office, communicate with a DSPS specialist regarding options for services and accommodations, and reach written accommodation agreement not only with the DSPS specialist but also with your instructor. SBCC requests you complete this process at least ten working days before your accommodation is needed, in order to allow DSPS staff and SBCC instructors time to provide your accommodation.

Proposed Themes and Readings

The instructor reserves the right to alter or deviate from the proposed themes and reading schedule. Students will be notified in advance should changes be made. The most current schedule will always be available on the instructor's web page.