



Counseling 53: College and Life Management
Course Syllabus
Fall 2016

Instructor: Gilbert Cervantes

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Days/Times: Monday, Tuesday, Friday / 8:00-8:50

Room: POR 6 / RC Campus

Textbook: On Course: Strategies for Creating Success in College and in Life 3rd Edition By Skip Downing

Course Description:

This course is designed for first-year college students. It will prepare students for college life and academic success. Topics will include personal growth and development, academic goal development, campus resources, student success strategies, diversity and cultural awareness, and maintaining a healthy lifestyle. ADVISORIES: Eligibility for English 125, 126, and Mathematics 201. (A, CSU-GE)

Student Learning Objectives:

In the process of completing this course, students will:

1. Learn how to take greater personal responsibility
2. Increase self-motivation.
3. Improve personal self-management
4. Develop interdependence.
5. Increase self-awareness.
6. Maximize your learning.
7. Develop emotional intelligence
8. Manage your money

Lecture Content:

- A. Personal Growth and Development
 1. Self-awareness, identity and values
 2. Transition from high school to college
 3. Academic values and beliefs
 4. Assertiveness
 6. Learning styles
 7. Money management
 8. Relationships and conflict resolution
 9. Campus and community involvement
- B. Campus Resources
 1. Accessing campus resources
 2. Web resources
 3. Library resources
- C. Academic Success Strategies
 1. Note taking skills
 2. Test taking strategies
 3. Organizational skills

4. Time management strategies
 5. Academic and personal integrity
- D. Healthy Lifestyle
1. Nutrition and exercise
 2. Substance abuse
 3. Stress management
 4. Sexual responsibility
 5. Emotional health
- E. Diversity and cultural awareness
1. Cross-cultural communication
 2. Stereotypes and discrimination

Cancelled Class Policy:

If a class session is cancelled, I will let you know ahead of time, if possible. Additionally, there will be an official school notice of the cancellation on the door.

Attendance:

Attendance will be taken every class period. It is **your** responsibility to make sure you are marked present. Three (3) absences will be considered excessive and may result in being dropped from the class at the discretion of the instructor. In addition, being late to class three (3) times will be equivalent to one (1) absence.

Drop Policy:

It is the **student's** responsibility to officially drop a class in which he/she no longer wishes to be enrolled, however I may drop those students who have missed several classes in a row.

Note: September 2nd– Last day to drop a full-length class without a W.

Late Assignments:

Students are responsible for turning in all assignments by the time and date they are due. If some emergency prevents you from turning in the assignment on time, you must notify me and get prior approval **in advance of the due date** that your assignment will be late. Otherwise, it will not be accepted. Be prepared to submit written documentation (i.e. doctor's note) when requesting an extension of the due date.

Americans with Disabilities Act:

Accommodations: Students having a verifiable need for academic accommodations or materials in alternate media (i.e. Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act should contact me as soon as possible.

Plagiarism and Cheating:

Students at Reedley College are entitled to the best education that the college can make available to them, and they, their instructors, and their fellow students share the responsibility to ensure that this education is honestly attained. Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college, each student is expected to exert an entirely honest effort in all academics endeavors. Academic dishonesty in any form is a very serious offense and will incur serious consequences. Cheating and plagiarizing are serious academic offenses and can result in an **automatic fail** in this course.

Classroom Etiquette:

Cell phones are not to be used in class for any reason whatsoever. This includes photographing the board instead of taking notes, texting, social media, clock functions, etc. Please ask permission to audio tape class lectures and discussions. No video tapping is allowed.

Course Rules for Success:

To create the very best environment for supporting your success and the success of your classmates, this course has three important rules. The more challenging these rules are for you, the more value you will experience by adopting them. By choosing to follow these three rules, you are choosing to be successful not only in this course but in your life. These rules will support your success in every goal you pursue!

1. **Show up!**
2. **Do the work!**
3. **Participate actively!**

Grading:

Student success in this course will depend on the interest, willingness and enthusiasm that students bring to class. Students are expected to be an active participant in group activities and class discussions. Grades will be based on completion of the following:

8 Chapter Outline	80 Pts.
8 Quizzes (10pts. each)	80
Campus Resource Activity	10
Pre/Post Self-assessment	10
Midterm	40
Final Project	20
Final	<u>60</u>
TOTAL POINTS POSSIBLE	300

A = 270-300 Points

B = 240-269

C = 210-239

D = 180-209

F = 179 or below

Chapter Outline (80 Possible Points)

During this semester, you will complete 8 chapter outlines, one per chapter. It can be in the form of notes, an outline or mind map. This will serve as your study guide for quizzes.

Note: All entries must be neatly organized and attached neatly together in a composition notebook, folder or neatly stapled. This requirement will assure that none of your entries gets lost.

Each outline will be awarded up to 10 points. Therefore, all 8 will be worth a possible total of 80 points

Quizzes (80 Possible Points)

This is a course for students who choose to be successful in college and in life. One of the most important factors of success in any endeavor is consistent and active participation. If you have read the assigned text and completed your chapter outlines, you should have no trouble earning the maximum points (10) for each quiz.

Campus Community Activity (10 Possible Points)

This assignment will be a scavenger hunt to find resources and locations of on campus student services. Students will need to visit each resource to obtain the required information. Full points will be given for fully completed worksheets.

Pre/Post Self-Assessment (10 Possible Points)

Students will complete a pre and post self-assessment. Full points will be given upon completion

Midterm (40 Possible Points)

A midterm will be given in class which will consist of questions regarding material covered in class and throughout the text readings.

Final Project (20 Possible Points)

For your Counseling 53 final project you will prepare a portfolio that contains items that represent knowledge and understanding of what we have studied throughout the semester. The portfolio project will demonstrate critical thinking skills as you connect what you have learned in this course with how you will use that knowledge to succeed in college and life.

Final (60 Possible Points)

A final will be given, which will consist of questions regarding material covered in class and throughout the text readings, as well as a short essay.

Course Schedule

<p>Week 1 8/15-Class introduction/Syllabus 8/16-Intro to College Lesson/Self-Assessment 8/19- RC Campus Resources Lesson</p>	<p>Week 10 10/17-Chapter 5 Quiz 10/18-Chapter 6 10/21-Chapter 6</p>
<p>Week 2 8/22- College Degree/Transfer 8/23-Chapter 1 8/26-Chapter 1</p>	<p>Week 11 10/24-Chapter 6 10/25-Chapter 6 Quiz 10/28-Chapter 7</p>
<p>Week 3 8/29-Chapter 1 8/30-Chapter 1 Quiz 9/2-Chapter 2</p>	<p>Week 12 10/31-Chapter 7 11/1-Chapter 7 11/4-Chapter 7 Quiz</p>
<p>Week 4 9/5-Labpr Day Holiday (No Class) 9/6-Chapter 2 9/9-Chapter 2</p>	<p>Week 13 11/7-Chapter 8 11/8-Chapter 8 11/11 Veteran's Day Holiday (No Class)</p>
<p>Week 5 9/12-Chapter 2 Quiz 9/13-Chapter 3 9/16-Chapter 3</p>	<p>Week 14 11/14-Chapter 8 11/15-Chapter 8 Quiz 11/18-Final Project Review</p>
<p>Week 6 9/19-Chapter 3 9/20-Chapter 3 Quiz 9/23-Final Project Introduction</p>	<p>Week 15 11/21 Non-Instruction (No Class) 11/22 Non-Instruction (No Class) 11/25 Non-Instruction (No Class)</p>
<p>Week 7 9/26-Chapter 4 9/27-Chapter 4 9/30-Chapter 4</p>	<p>Week 16 11/28-Final Project Presentation 11/29-Final Project Presentation 12/2-Final Project Presentation</p>
<p>Week 8 10/3-Chapter 4 Quiz 10/4-Midterm Review 10/7-Midterm</p>	<p>Week 17 12/5-Self Assessment 12/6-Final Review 12/9-Final Review</p>
<p>Week 9 10/10-Chapter 5 10/11-Chapter 5 10/14-Chapter 5</p>	<p>Week 18 12/12-Final Exam</p>