



**Counseling 53: College and Life Management
Course Syllabus
FALL 2016**

Instructor: Blanca Pavon, M.S.

Email: blanca.pavon@reedleycollege.edu

Course: COUN 53-59618

Days/Times: F 11-2:05 PM

Room: Humanities, Room 63

Required 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 Outcomes:

Upon completion of this course, students will be able to:

1. Articulate their own personal values.
2. Reflect on cultural diversity and personal educational goals.
3. Identify their own learning style.
4. Apply college policies and procedures to educational goal to increase chances for success in college.
5. Identify values and skills to help determine major and career pathway.
6. Apply strategies to a healthy lifestyle.

Course Objectives:

In the process of completing this course, students will:

1. **Take charge of your life.** You will learn how to take greater personal responsibility, gaining more control over the outcomes and experiences that you create both in college and in life.
2. **Increase self-motivation.** You will learn to create greater inner motivation by discovering your own personally meaningful goals and dreams.
3. **Improve personal self-management.** You will learn numerous strategies for taking control of your time and energy. Allowing you to move more effectively and efficiently toward the accomplishment of your goals and dreams.
4. **Develop interdependence.** You will learn how to develop mutually supportive relationships with people who will help you achieve your goals and dreams as you assist them to achieve theirs.
5. **Increase self-awareness.** You will learn how to understand and revise your self-defeating patterns of behavior, thought and emotion, as well as your unconscious limiting beliefs.

6. **Maximize your learning.** You will learn key research on how the human brain learns. You will apply this knowledge to develop your own learning system, giving you the keys to learning important course content in college as well as becoming a more effective lifelong learner.
7. **Develop emotional intelligence.** You will learn effective strategies for managing your emotional life, decreasing stress while increasing your inner sense of well-being and happiness.
8. **Raise your self-esteem.** You will learn how to develop self-acceptance, self-confidence, self-respect, self-love, and unconditional self-worth.
9. **Write more effectively.** You will learn how to improve your writing skills through the extensive writing practice offered by your guided journal entries.
10. **Improve creative and critical thinking skills.** You will learn how to enhance the thinking skills essential for analyzing and solving problems in your academic, professional, and personal lives. You will also develop reasoning skills that will help you both construct persuasive arguments and deconstruct illogical arguments intended to persuade you to think or act against your own best interest.
11. **Master effective study skills.** You will learn how to raise your grades in college by improving essential skills such as reading, taking notes, studying, memorizing, taking tests and writing essays.
12. **Manage your money.** You will learn helpful techniques for increasing your income and decreasing your expenses.

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. Academic Goal Development
 1. College terms and definitions
 2. Degree and certificate requirements
 3. Transfer requirements
 4. Student Education Plan
 5. Major and career exploration
- C. Campus Resources
 1. Accessing campus resources
 2. Web resources
 3. Library resources
- D. Academic Success Strategies
 1. Note taking skills
 2. Test taking strategies
 3. Organizational skills
 4. Time management strategies
 5. Academic and personal integrity
- E. Healthy Lifestyle
 1. Nutrition and exercise
 2. Substance abuse
 3. Stress management
 4. Sexual responsibility
 5. Emotional health
- F. 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. Two (2) 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-term class to avoid a ("W") n person.

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 academic 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 (unless teacher instructed). 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:

COUN 53

15 Journals (4pts. each)	60 Pts.
6 Quizzes (10pts. each)	60
Campus Community Activity	30
Midterm	60
Project	30
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

(See Reverse for Assignment Descriptions)

Journals (60 Possible Points)

During this semester, you will write 15 journal entries. Journaling provides an opportunity to explore your thoughts and feelings as we learn study strategies and the course topics. By carefully examining each strategy in your journal, you will discover which ones will assist you to create a rich, personally fulfilling life.

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.

Journal Points: Each journal entry will be awarded up to 4 points. Therefore, all 15 journal entries will be worth a possible total of 60 points. A journal entry will be awarded the maximum of 4 points if it fulfills the following two criteria:

1. The entry is **complete** (all steps in the directions have been responded to), and
2. The entry is **written with high standards** (an obvious attempt has been made to Dive Deep). Grammar, spelling, and punctuation will NOT be factors in awarding points.

Quizzes (60 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 journal entry, you should have no trouble earning the maximum points (10) for each quiz.

Campus Community Activity (30 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.

Midterm (60 Possible Points)

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

Project (30 Possible Points)

The class project will involve a portfolio which will include components of personal reflections, personal goals, a personal essay and a short presentation. Detailed instructions will be handed out in class.

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.

Counseling 53 Course Outline - Fall 2016		
Week 1	Class Agenda	IMPORTANT DATES/KEEP TRACK OF YOUR GRADE
19-Aug	Class Introduction/Quick write	
	Intro to College Lesson	
	Campus Resources Lesson & Begin Campus Community Activity	
Week 2		
26-Aug	Begin Ch. 1 & 1st Journal Entry (pg. 21-22)	
	Library Research Instruction (<u>Meet at the Library, Room LRC 104.</u>)	
	DUE: Campus Community Activity	/ 30
Week 3		
2-Sep	Finish Ch. 1 & 2nd Journal Entry (pg.38)	Last Day to withdraw a full-term class to avoid a "W"
	Begin Ch. 2 & Classroom Activity (IC)Inner Critic/(IG) Inner Guide pg. 69) (1st Quiz/Ch. 1)	/ 10
Week 4		
9-Sep	Finish Ch. 2 & 3rd Journal Entry (pg. 48/pg.55)	
	Begin Ch. 3	
	Continue Ch. 3/Group Activity (JE/pg. 79)	
Week 5		
16-Sep	Finish Ch. 3 & 4th Journal Entry (pg. 86/91)	
	Begin Ch. 4/Group Activity (JE/pg. 114)	
	(2nd Quiz/Ch. 2)	/ 10
Week 6		
23-Sep	Finish Ch. 4 & 5th Journal Entry (pg. 133)	
	Begin Ch. 5 (5th Journal Entry pg. 143)	
	(3rd Quiz/Ch. 3)	/ 10
Week 7		
30-Sep	Finish Ch. 5 & 6th Journal Entry (pg. 154)	
	(4th Quiz/Ch. 4) & Begin Ch. 6	/10
Week 8		
7-Oct	Finish Ch. 6 & 7th Journal Entry (pg. 186)	
	Begin Ch. 7/*Learning Preference Inventory (pg. 197) (5th Quiz/Ch. 5)	/ 10
Week 9		
14-Oct	Continue Ch. 7 & 8th Journal Entry (Pg. 200)	Last day to drop a full-term class (letter grades assigned after this date)
	DUE: Journal Entries 1-8	/ 32

Week 10		
21-Oct	Finish Ch. 7 (Discuss Journal Entry on pg. 217) & 9th Journal Entry	
	Review	
	Midterm	/ 60
Week 11		
28-Oct	Begin Ch. 8 & 10th Journal Entry (pg. 223)	
	Activity	
	(6th Quiz/Ch. 6)	/ 10
Week 12		
4-Nov	Continue/Finish Ch. 8 & 11th Journal Entry (pg. 245)	
	Begin Ch. 9/12th Journal Entry	
	(7th Quiz/Ch. 7)	/ 10
Week 13		
11-Nov	Veterans Day (no classes held, campus open)	
Week 14		
18-Nov	Continue Ch. 9 & 13th Journal Entry	
	(8th Quiz/Ch. 8) & 14th Journal Entry	/10
	Healthy Living Lesson	
Week 15		
11/24-25/2016	Thanksgiving Holiday (no classes, campus closed)	
Week 16		
2-Dec	Money Management Activity	
	(9th Quiz/Ch.9) Finish Ch. 9 & 15th Journal Entry	/10
	Activity/Guest Speaker	
Week 17		
9-Dec	Diversity Lesson - <u>DUE: Journals 9-15</u>	/28
	Project Presentations	
	Project Presentations- <u>DUE: Projects</u>	/ 30
Week 18		
14-Dec	Final Exam (11-12:50pm)	/ 60
	Points Possible	/ 300