READ 0301.007/EDUC 1100.007—*College Learning Strategies/Introduction to Learning Frameworks*

The Teaching and Learning Center
South Plains College

SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE

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Office Location: Reese Center, Building 3, Office 307C
Office Hours:

Monday	Tuesday	Wednesday	Thursday	Friday
9 a.m. – 12	11 a.m. – 12	9 a.m. – 12	11 a.m. - 12	9 a.m. – 12 (by appt.)

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*Please complete the following statements, sign and date below, and **carefully tear off on the dotted line** and **turn in.***

Name _____

Describe a **project you enjoyed** and **why you enjoyed it…**

In this course, **I hope the teacher will…**

In this class, **I hope to learn…**

How do you think your **brain learns (list as many ideas as you wish)…**

Please **share anything** else you think might be **helpful for me to know about you.**

Provide at least one **question about the syllabus:**

I have read and I understand all policies/procedures contained in this document.

Signature _____   Date _____

READ 0301—College Learning Strategies

Department: The Teaching and Learning Center/Education Department
Course: READ 0301, College Learning Strategies

Textbook & Required Materials:
- *Reading Keys*, 4th Edition, by Laraine Flemming. ISBN 978-1-133-58995-2. Please note: You will need the textbook and the MindTap/College Success Toolkit access code. If you purchase the items separately, the cost will be higher than purchasing them together.

Course Description:
This course is not part of the core curriculum. This course does address South Plains College Universal Learning Outcomes in critical thinking and problem-solving, creativity, communication, collaboration, and leadership.
Prerequisites: Recommendation based on assessment

This course offers preparation for college-level reading and studying, including vocabulary development, understanding implied ideas and details, identifying author's reasoning for evaluation, and study skills. Credit will not satisfy graduation requirements but will satisfy developmental reading requirements for TSI purposes.

Course Purpose:
The purpose of this course is to provide opportunities and incentives for you to read: addressing students' individual skill deficiencies in reading as determined by TSI assessment, helping students gain reading experiences and skills, and preparing students to succeed with the reading requirements of the college curriculum and as lifelong readers/learners.

Student Learning Outcomes: Upon successful completion of this course, the student should be able to demonstrate collegiate reading skills. Students will…
- Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths;
- Comprehend and use vocabulary effectively in oral communication, reading, and writing;
- Describe, analyze, and evaluate information within and across a range of texts;
- Identify and analyze the audience, purpose, and message across a variety of texts;
- Describe and apply insights gained from reading a variety of texts.

Assessment: Students will demonstrate these skills by scoring 12.0 (or higher) grade equivalency score on the "Nelson Denny Reading Test" or meeting another TSI reading compliance standard.

EDUC 1100—An Introduction to Learning Frameworks

Department: The Teaching and Learning Center/Education Department
Course:　　EDUC 1100, An Introduction to Learning Frameworks

Textbook & Required Materials:
- **Required articles**:　The instructor will select a variety of required articles that deal with the brain, the science of learning, time management, study skills, and other important topics related to college success and learning.

Course Description:
This course is not part of the core curriculum.　This course does address South Plains College Universal Learning Outcomes in critical thinking and problem-solving, creativity, communication, collaboration, and leadership.

This course is a study of the 1) research and theory in the psychology of learning, cognition, and motivation, 2) factors that impact learning, and 3) application of learning strategies.　Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies.
Prerequisites:　This course is a co-requisite with READ 0301.

Course Purpose:
The purpose of this course is to prepare students for college and life success, equipped with knowledge, skills, strategies, and tools to apply to accomplish a variety of tasks in varying contexts.

Student Learning Outcomes:　Upon successful completion of this course, students should be able to…
- Demonstrate understanding and become part of the "college-going culture";
- Achieve ownership of their educational process;
- Recognize the essential need of conscientious effort and regular attendance in college courses;
- Identify areas of personal and academic strengths and weaknesses;
- Create and implement a behavior modification plan to address weaknesses while building on strengths;
- Learn relaxation, coping mechanisms, and stress management techniques;
- Learn cognitive and metacognitive strategies to increase college academic success;
- Develop awareness of campus resources to support college success;
- Contact an advisor to develop a written degree plan/college success plan.

Assessment:　Upon successful completion of this course, the first-time-in-college/first-semester student will earn a semester GPA of 2.0 or higher.　The experienced college student will increase his/her GPA by at least .2.

READ 0301/EDUC 1100—*College Learning Strategies/Introduction to Learning Frameworks*
Class time (Fall 2018): MW 1 – 2:15 p.m.

Course Evaluation:
Grades are determined by the following scale:
90 – 100 = A   80 – 89 = B   70 – 79 = C   60 – 69 = D   0 – 59 = F

The grade you earn in READ 0301 will be the same grade awarded for the 1-credit EDUC 1101 component of the course.

Your grade will be based on the following percentages:

Participation/Class Discussion/Attendance	10%
Quizzes & Paper Assignments	25%
Digital Homework (exercises, graded practice, active reading)	25%
Exams (4 X 10% each)	40%

The grades you receive on your assignments, quizzes, and exams are indicators of your progress toward college-level reading and college success. Students will be asked to keep on ongoing record of these grades. Additionally, it is each student's responsibility to continually monitor academic progress posted in each student's grade book on Blackboard.

- **Major exams may not be made up.**
- Quizzes may not be made up; **however, the student may drop the lowest quiz grade**
- **Late or missed assignments will not be accepted.**   If you know you will miss class, send in your assignment early to lsatterwhite@southplainscollege.edu as an email attachment.

Course Frequency and Design
This course takes place in-person. This applied course will be designed as a workshop-based class, with hands-on exercises and in-class projects used in almost every class meeting. Instructional methods to be used in this course will include lectures, class/large group discussion, small group discussion, individual and group activities, small group activities, student presentations, visual aids, instructor modeling of concepts and ideas, role play, and guest lectures.

Institutional and Academic Policies

Academic Integrity/Plagiarism
It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a serious offense and renders the offender liable to serious consequences, possibly suspension. *Unless otherwise noted, all assigned homework is designed to be an individual exercise with the purpose of increasing reading skills and comprehension. Students who present work that may not be their own will be referred for disciplinary action and will be dropped from the course with the grade of F.*

Attendance Policy
- Students are expected to attend ALL class meetings.
- Attending class means being physically and mentally **present and aware** in class!
    - If you sleep in class, you will be marked absent, and you may be asked to leave the class.
- If you arrive after class has started, you will be counted tardy.
    - Two tardies will be considered equivalent to one absence

- o If you arrive late, please inform the instructor immediately after class has ended that you were present. Failure to do so may result in your being marked absent for that class.
- It is expected that you will take care of any personal items prior to class. During an exam or quiz, if you leave to use the restroom, you will not be allowed back in, as this is disruptive to others in class:
  - o Only in extreme emergencies will a student be allowed to leave and come back in during any type of testing situation. They will be asked to leave their things (e.g., cellphone) in the classroom.
- Students *may* be dropped after their 4th absence from class, including tardies that count as absences.
- Students dropped by the instructor will be dropped with the grade of 'F' or 'W' depending on the student's current overall grade in the course at the time of administrative drop.

Diversity Statement
In this class, the teacher will establish and support and environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Disability Services
Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability. For more information, call or visit the Disability Services Office at Reese Center, Building 8, 806-716-4675, Levelland Campus (Student Health & Wellness Office) 806-716-2577, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Title IX Pregnancy Accommodations Statement
If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness at 806-716-2362 or email cstraface@southplainscollege.edu for assistance.

Campus Resources
Tutoring: Dr. Gail Malone or Dalila Gonzales, 806-716-2241 or dgonzales@southplainscollege.edu. Each semester, tutor schedules will be posted in our classroom and various other locations around campus as they become available. Please make special note that all tutoring services at SPC are free to students.
Toni Ivey is located in building 3, room 318G, on Mon/Tues/Wed 8:30-3:00. She is a wonderful resource for help and tutors in many areas, including reading!

Health & Wellness Center: The counselors at the Health & Wellness center can advise you confidentially. They can also help you access other resources on campus and in the local community. You can schedule an appointment with a counselor by calling 716-2529.

Advising & Testing: Latha Tucker, 806-716-4606, ltucker@southplainscollege.edu. Students may contact the advising and testing center for information regarding TSI or other tests required by programs at SPC and/or advising services.

Campus Carry

Please be advised that individuals coming onto any SPC campus must abide by the Campus-Carry laws that went into effect in 2017.

> *The 84th Texas legislature passed Senate Bill 11, commonly known as the "campus carry" bill went into effect on August 1, 2017. Individuals holding a licensed to carry (LTC) or concealed handgun license (CHL) holders will have the legal right to carry a concealed handgun onto community college campuses; however, they **cannot** openly carry the handgun.*

Course and Classroom Requirements, Policies and Expectations

Course Requirements/Student Responsibilities:
- Attend class and be aware of announcements made in class.
- Inform instructor of late arrival immediately after class. You are responsible for keeping up with absences/tardies.
- Complete homework early enough to seek help if needed.
- Typed assignments must be in a recognized word processing software (such as Word or Pages for Mac). I must be able to open, save, and download any attachment sent to me.
- TURN IN ALL ASSIGNMENTS ON TIME.
- Be familiar with information in the syllabus, especially attendance, grading, and test policies.
- Take care of personal needs before and after class.
- Keep all electronic devices in mute or off mode and out of sight. Texting and surfing/posting on social media during class is strictly prohibited. ***Please note: Students will be asked to leave the class if they are using electronic devices for purposes other than academic work, as this disrupts the dynamics of the class and can be disruptive to other students.***
- Treat others in the class with the same respect you expect to be treated with. Conduct yourself in a professional manner at all times. Students who disrupt the learning environment will be asked to leave the class and/or dropped from the course.

Assignment/MindTap Policies and Due Dates:
- Students are expected to submit college-level work on time, on the date on which the assignment is due. It is expected your work will include professional writing, correct grammar, complete sentences, and spell-checked beforehand in to the instructor.
- MindTap is to be completed by the weekly deadline. Late submissions will receive a grade of 0 for that assignment.
  - If you are experiencing technical issues with MindTap, you will need to file a tech support ticket within two (2) business days and email me the case number for the issue. Failure to do so will result in a 0 for any missed MindTap assignments.

What I Expect from You:
- Attend class and be aware of announcements made in class. If you will miss a class, please email the **instructor in advance**. **Please note – **you are responsible for following up with the instructor and other students to get any handouts and/or notes from the missed class**.
- Assignments are due on the dates listed in the schedule, whether online or in-class assignments. **<u>Even if you are out of class, you are still expected to meet deadlines</u>**. Therefore, you will need to make arrangements to get work and assignments to the instructor by the due date!
- Complete homework early enough to seek help if needed.
- Keep an ongoing record of all of your assignments. When I pass graded work back to you, it is expected that you will keep those assignments for your records.
- Be familiar with information in the syllabus, especially attendance, grading, and test policies.
- Take care of personal needs before and after class – not during.

Civility in the Classroom:
Please treat others in the class (e.g., the instructor, fellow students, and guest speakers) with the same respect with which you expect to be treated. Conduct yourself in a professional manner at all times. Students who disrupt the learning environment will be asked to leave the class and/or dropped from the course.

Class Preparation:
Be prepared for class!!!! Being prepared means:
- Bringing required materials (e.g., textbooks, pens/pencils) to class
- Reading the materials **BEFORE** class
- Completing assignments/quizzes/homework **BEFORE** class:
  - If I see a student completing homework, assignments, or quizzes in class, during class time, that assignment will not be accepted.
- Listening to others, and participating.

If the instructor deems a student unprepared in any manner, that student will be asked to leave the class, which will result in an absence for that day.

Required Material for Class
You are required to bring the following items to **every class** (unless otherwise noted by the instructor):
1. Textbooks
2. Pens, pencils, and highlighters
3. Notepad and/or loose-leaf (binder) paper
4. Calendar/agenda

From time to time, I will ask you to bring additional things to class; this will be mentioned in class and posted as an announcement in Blackboard prior to the following class.
Please note: Failure to have these required materials with you could result in your being considered unprepared for class and being asked to leave, which will result in an absence from the class.

<u>**Technical Course Information**</u>

MindTap: (sometimes referred to as Aplia) is an online supplemental homework program, which will help clarify and enhance the skills and concepts you will be learning in class and from the textbook. You will be responsible for locating a computer with internet access to complete these online assignments throughout the semester. You are responsible for all assignments (even if you are absent).
MindTap Technical Support is located at www.cengagebrain.com

Please note—you will be given a 2-week free trial of MindTap. After that, you must purchase and enter the access code to continue working in MindTap. Failure to do so will result in not being able to complete weekly graded assignments.

Blackboard: Blackboard serves as our course website, and will include real-time access to your grades, as well as weekly modules with class notes, assignments due, handouts, and your chapter quizzes. To access Blackboard, please go to MySPC and click on Blackboard, then click the course link for this class.

Student Email: Your student email account can be accessed through the SPC homepage (www.southplainscollege.edu) or MySPC. On the SPC homepage, scroll all the way down to the bottom, click on the link "Student Webmail." OR…Once logged in to MySPC, you will click on Student Email, and your username & password is the same as your MySPC username & password. Please note: I will email you

in Blackboard. *Please note: you will need your log-in information (username and password) to log into Blackboard. We will use the computer labs throughout the semester where you will need this information to log on to lab computers.*

NOTE: SPC is no longer using "Campus Connect." Campus Connect has now become TEXAN CONNECT.

MySPC technical assistance: For technical assistance, please email askspc@southplainscollege.edu or call 806-716-2000.

Student Computer Labs: There are several student use computer labs on campus.

Student Lunch: The Baptist Student Ministry offers FREE LUNCH on Mondays from 11:00-1:00 in building 2 for all students.

Student Clubs/Organizations: The South Plains College homepage has a list of all campus clubs and organizations. Please feel free to ask me for more information and I will be happy to try and connect you to a campus organization!

Assignment, Exam, Quiz, and MindTap (Digital Homework) Information and Expectations

Your class is broken out into distinct activities. These activities include:
- In-Class Activities and Participation
- Paper-based assignments and Quizzes
- Digital homework
- Exams

In-class Activities and Participation – Worth 10% of your grade
Critical components of this course are classroom discussions, participation, and applied in-class activities. These hands-on assignments and exercises will be conducted in class so that you have instructor and peer guidance throughout all elements of the reading, vocabulary, and comprehension processes. These activities count towards your participation grade in this class and cannot be made-up if you are absent from class.
The instructor will collect in-class assignments from time to time throughout the semester to provide meaningful, frequent, and timely feedback, as well as to assess students' understanding of reading skills. These in-class activities will count towards the participation grade. Therefore, please plan on having paper and pens/pencils with you in every class to complete these in-class assignments.
***Please note: In-class activities cannot be made up for credit if you miss a class. If you miss a class, you will be given a grade of 0 for that day's participation grade. However, you should consult with the instructor, as well as classmates, to obtain copies of handouts and other material(s) distributed in class.

Paper Based Assignments and Quizzes– Worth 25% of your grade
Paper based assignments must be typed in a recognized work-processing software (such as Word, or Pages for MAC), OR handwritten clearly and neatly.
In addition to digital homework, you will have paper-based assignments. These are designed to reinforce the concepts learned in class and practiced in MindTap. Assignments must be submitted on the date the assignment is due, even if you will be out. These assignments will be announced in class, and posted under in Blackboard.
- When typing up your assignments, please use a clean font (e.g., Times New Roman, Comic Sans, Calibri) in a size of 10, 11, or 12 point.
- Assignments must be turned in on the date the assignment is due, at the start of class, unless otherwise noted. Failure to turn in an assignment/complete an assignment will result in a zero (0) for that assignment.
- Please use a recognized word processing software system (such as Microsoft Word, or Pages for MAC). I must be able to open, save, and download attachments.
- It is expected that students will use professional and appropriate language, which includes correct grammar, complete sentences, and proofreading all assignments prior to submission. Failure to use these elements may result in a deduction in points for assignments.

Quizzes: You will be expected to complete weekly (sometimes daily) quizzes on each chapter you are reading in your textbooks. Your quiz will also include material from EDUC1100 – My College Success Toolkit information, in MindTap. Your quizzes will be completed in class, and will cover material that you were expected to read and/or material discussed in class, completed on assignments, and/or MindTap homework.
- Quizzes may not be made up. If you miss a quiz, a grade of 0 will be entered into the grade book in Blackboard.
- In the case of a metacognitive prompt/writing prompt/open ended question, it is expected that students will use professional and appropriate language, which includes correct grammar and complete sentences. Failure to use these elements may result in a deduction in points on these reflective questions on quizzes.
- A student may drop his or her lowest chapter quiz grade/hw grade at the end of the semester. Grade drops and any bonus points will be applied AFTER the final exam.

Digital Homework – Worth 25% of your grade
In this class, you will have a series of digital homework assignments.
Some will be "active reading" assignments, where you will read a chapter, and complete digital versions of chapter exercises in the textbook.

Some activities will be skill-building exercises, assessments, and journals.

- You will have digital assignments weekly; these will be due by 11:59p.m. on the designated date listed in MindTap for each assignment.
- It is **your responsibility to locate a computer and Internet connection** to complete your assignments. Computer labs are available throughout the campus at different times; please be sure to identify where these are located and hours of operation, should you need to utilize on-campus computer labs.
- **Failure to complete any digital assignment will result in a grade of zero** (0) for each missed assignment (UNLESS the assignment is marked as "practice/not graded."). If you are having trouble with the digital homework portal (called MindTap), it is your responsibility to contact support and report the problem within 2 business days of the issue. Then, you will need to email Mrs. Satterwhite with the case number/support ticket number. Support information is located in the Blackboard course, and on the cengagebrain.com (log-in) website.
- **You will be given a free, 2-week trial access to MindTap at the very beginning of the semester.** After that, <u>you must enter your purchased access code to continue working in MindTap</u>. Failure to purchase and/or enter the access code will result in you missing graded assignments, and you will be given zeroes (0s) for any missed assignments.

<u>Exams – Worth 40% (4 X10% of each) of your grade</u>

You will have four (4) exams throughout the semester, covering concepts learned in your readings from the textbook, articles, in-class activities, paper-based assignments, and digital homework. Exam dates are listed in the tentative schedule (below). Exams take place in-class, during the regular course time, except for Exam 4/Final exam. Please consult the South Plains College final exam schedule for the exact date and time for the final exam.

- **Exams may not be made up**. However if you miss a major exam, you will be required to take the **final exam and it will count twice. This option is only available for one exam.**
- At the instructor's discretion, and based on course performance (digital homework, exams, quizzes, paper-based assignments, in-class activities), the final exam may be optional for students who have an A or B average at the end of the semester. However, if a student with an A or B average has missed a <u>major exam</u>, he/she will need to take Exam 4/Final exam.
- **Exams will cover the material included in the chapters of the text(s), as well as EDUC1100 material discussed in class and read about in MindTap (digital homework portal) and as indicated on the schedule (below).** This may include concepts discussed in class, concepts read in specific chapters covered in the books, concepts covered in your quizzes, homework, and/or assignments. **Please do not assume that if a concept in the textbook has not been covered in class, it will not be on the exam**!!
- **Grade drops and any bonus points will be applied AFTER the final exam.**

Tentative Course Schedule – READ0301/EDUC1100, Fall 2018

Day	Topic	Homework for Next Class
1:1 8/27	Intro to class; Nelson-Denny Pre-Assessment	
1:2 8/29	Welcome to class! Syllabus/class policy review.	
2:1 9/3	LABOR DAY—NO CLASS	
2:2 9/5	Active Reading	

*****Please note: I reserve the right to change this tentative schedule. I may add, delete, edit, or revise material to help students accomplish the learning outcomes of the course. If a change is made, it will be announced in class, and updated schedules will be made available on Blackboard*