

Course Syllabus

Learning Framework

EDUC 1300

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| **Semester with Course Reference Number (CRN)** |  Spring 2017 (6172) – CRN# 12222  |
| **Instructor contact information (phone number and email address)** |

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| robin.raborn@hccs.edu |
| W: 713-718-2823 / C: 713-303-5208  |

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| **Office Location and Hours** |

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| By appointment – Room 422.3 at Northline Campus |

 Feel free to stop and see if I’m in my office at any time. |
| **Course Location/Times** |

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| Northline Campus, Room 218 |

 MW 2:00-3:30pm |
| **Course Semester Credit Hours (SCH) (lecture, lab) If applicable** |

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| Credit Hours | 3.00 |   |
| Lecture Hours | 3.00 |   |
| Laboratory Hours | 0 |  |

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| **Total Course Contact Hours** | 48  |
| **Continuing Education Units (CEU): if applicable** | None |
| **Course Length (number of weeks)** | 16 Weeks (Regular Term) |
| **Type of Instruction** | Lecture / Web-enhanced |
| **Course Description:**  | **EDUC 1300 is a** study of the research and theory in the psychology of learning, cognition, and motivation; factors that impact learning; and 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. |
| **Course Prerequisite(s)** | **PREREQUISITE(S):** Must have the reading skills to place into INRW 0410. |
| **Course Student Learning Outcomes (SLO)** | 1. Construct a personal learning system informed by the research and theory in the psychology of learning, cognition, and motivation. 2. Identify factors that impact learning and apply techniques and strategies to achieve personal, financial, academic, and career success.3. Use technological tools and library resources to acquire information, solve problems and communicate effectively.4. Develop an educational and career plan based on individual assessments and exploration of options.  |
| **Learning Objectives (Numbering system should be linked to SLO - e.g., 1.1, 1.2, 1.3, etc.)** | **(SLO #1) Construct a personal learning system informed by the research and theory in the psychology of learning, cognition, and motivation.** 1.1 Identify their personal learning style as well as strengths and weaknesses as a strategic learner and apply their knowledge to classroom learning.1.2 Describe basic theories in the psychology of learning, memory, cognition, and motivation.1.3 Demonstrate the use of learning strategies and study skills.**(SLO #2) Identify factors that impact learning and apply techniques and strategies to achieve personal, financial, academic, and career success.** 2.1 Explore strategies for adapting to different learning environments and delivery formats. 2.2 Identify college resources and their benefits. 2.3 Expand financial capabilities by gaining and exercising financial knowledge. 2.4 Acquire techniques and skills for personal and professional success.**(SLO #3) Use technological tools and library resources to acquire information, solve problems and communicate effectively.** 3.1 Access online college resources and services..3.2 Complete a library orientation. 3.3Use social networking and electronic communications appropriately.**(SLO #4) Develop an educational and career plan based on individual assessments and exploration of options.** 4.1 Identify and file the appropriate degree plan with proper advisement. 4.2 Write and prioritize short-term and long-term goals related to your time at Houston Community College. 4.3 Explore career options incorporating the use of related assessments and search tools. |
| **Texas Core Curriculum Competencies:**  | **Statement of Purpose:** Students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning. A variety of academic experiences are used to develop these competencies.**Core Objectives:** Students will prepare for contemporary challenges by developing and demonstrating the following core objectives: **Critical Thinking Skills:** These include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information. **Communication Skills:** These include effective development, interpretation and expression of ideas through written, oral and visual communication. **Empirical and Quantitative Skills:** These include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions.**Teamwork:** These include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal. **Personal Responsibility:** These include the ability to connect choices, actions and consequences to ethical decision-making. S**ocial Responsibility:** These include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities.  |
| **Course Calendar** | See page seven for calendar. It can also be found on Canvas. |
| **Instructional Methods** | Face to Face / Web-enhanced (49% or less)A variety of instructional methods are used throughout the semester. Examples may include class discussions, lectures, readings, group projects, video/DVD, internet searches, and presentations.As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge and opportunities for critical thinking and applications as appropriate.As a student wanting to succeed at your academic and career endeavors, it is your responsibility to do the assigned readings, submit assignments on time, participate in discussion forums and other activities, attend class (face-to-face, and online portions), and enjoy this learning experience as you learn how to use tools for success.  |
| **Student Assignments** | Assignments have been developed that will enhance your learning. You will be required to successfully complete these assignments. Assignment 1: Email & Canvas Assignment – Prove that you can access your official communication modes for HCC.Assignment 2: Resource Worksheet – Identify the various offices, people, and online resources available to you as a student.Assignment 3: Degree Plan & Planner- Using your declared major in your iAAR to populate your student system planner to determine what classes you will take for the remainder of your time at HCCS.Assignment 4: Typefocus & Occupation Search - Complete the Typefocus assessments and analyze your results. Use various career websites to report information about 3 different careers.Assignment 5: Career Interview – Locate a professional who is currently working in your desired career and interview them to learn more about the realities of the work.Assignment 6: Time Monitor Assignment- Record your time for one week to analyze the way you spend your time. Calculate the time you spend in a variety of areas. Reflect on your time management and complete the write up. Assignment 7: Library Worksheet – Complete the online library orientation to assist you in researching articles for your Career paper.Assignment 8: Finance Worksheet – Complete the worksheet to learn more about how to pay for college, your future budget, and credit. **Extra Credit:** Scholarship Search Assignment- Write an essay for the HCC foundation, then research and apply for scholarships.ResumeAssignment – Use information located in the book and online to create an effective resume template and input your current information. |
| **Student Assessment(s)** | Knowledge checks are given for each chapter. You will complete chapter quizzes in Canvas. In addition, there will be a mid-term and final. |
| **Instructor's Requirements** | As your instructor, it is my responsibility to:* Provide the grading scale and detailed grading formula explaining how student grades are to be derived.
* Facilitate an effective learning environment through class activities, discussions, and lectures or other forms of presenting materials.
* Provide the course outline and class calendar, which will include a description of any special projects or assignments.
* Arrange to meet with individual students before and after class as required.
* Inform students of policies, such as attendance, withdrawal, tardiness and make up.

To be successful in this class, it is the student’s responsibility to:* Attend class and participate in class discussions and activities.
* Read and comprehend the textbook.
* Complete the required assignments and exams:
* Ask for help when there is a question or problem.
* Keep copies of all paperwork, including this syllabus, handouts, and all assignments.
* Complete the course with a passing score.
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| **Program/Discipline Requirements: If applicable** | You will be required to complete the Financial Literacy & Capabilities Survey, declare your major, populate your student planner with the appropriate courses, and meet with your assigned advisor. |
| **HCC Grading Scale** |

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| --- | --- | --- |
| A = 100- 90 |   | 4 points per semester hour |
| B = 89 - 80: |   | 3 points per semester hour |
| C = 79 - 70: |   | 2 points per semester hour |
| D = 69 - 60: |   | 1 point per semester hour |  |
|  59 and below = F |   | 0 points per semester hour0 points per semester hour |  |
| FX (Failing due to non-attendanceIP (In Progress) |   | 0 points per semester hourN/A points per semester hour |  |
| W(Withdrawn) |   | N/A points per semester hour |  |
| I (Incomplete) |   | N/A points per semester hour |  |
| AUD (Audit) |   | N/A points per semester hour |  |

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades “W,” "IP," "COM" and "I" do not affect GPA. [http://www.hccs.edu/district/students/student-handbook/](https://webmail.hccs.edu/owa/redir.aspx?C=xDKqAKzqfE67Wb3NTzex1f4gDsv859AIJEkZNJHbw1sRWG27wjjcBetRlapQp5dVKfr-yXGVmM8.&URL=http%3a%2f%2fwww.hccs.edu%2fdistrict%2fstudents%2fstudent-handbook%2f) |
| ***Instructor Grading Criteria***  | Grading Percentages

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| --- | --- | --- |
| 25% | Homework & In-Class Assignments |  |
| 10%15% | Advisor Meeting & Academic PlannerChapter Quizzes |  |
| 15% | Midterm Exam |  |
| 20% | Career Research Essay and Oral Presentation |  |
| 15% | Final Exam |  |

This textbook may be purchased at any of the HCC Bookstores or Online. |
| **Instructional Materials/Textbook** | *HCCS Bookstore:* [*http://hccs.bncollege.com*](http://hccs.bncollege.com)*713-528-0872**Harrington, C. M. (2016). Student Success in College: Doing What Works! 2nd Edition. Boston: Cengage Learning* ISBN: 9781305748415 |
| **EGLS3 – Evaluation for Greater Learning Student Survey System** |  At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous results of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term. |
| **HCC Policy Statement:**  |
| **Access Student Services Policies on their Web site:** | <http://www.hccs.edu/district/about-us/policies/d-student-services/> |
| **Attendance Policy:**  Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences. You may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab) For a 3 credit-hour lecture class meeting 3 hours per week (48 hours of instruction), you can be dropped after 6 hours of absence. The 6 hours includes accumulated minutes for arriving late to class and leaving class early.  |
| **Advising****Title IX** | A senior advisor is connected to this class section and will meet with the class within the first two weeks of class. The Sr. Advisor will review the advising syllabus and the ways in which you can communicate with them. Students are required to meet with their advisor at least twice within the semester. Participation in these advising sessions is required and will be a part of the grade in this success class.HCC is committed to providing a learning and working environment that is free from discrimination on the basis of sex which includes all forms of sexual misconduct. Title IX of the Education Amendments of 1972 requires that when a complaint is filed, a prompt and thorough investigation is initiated. Complaints may be filed with the HCC Title IX Coordinator available at 713 718-8271 or email at oie@hccs.edu. |
| **Discrimination****Abilities****Useful Websites** | Students should be aware that discrimination and/or other harassment based on race, sex, gender identity and gender expression, national origin, religion, age, disability, sexual orientation, color or veteran status is prohibited by HCC Policy G.1 Discrimination and Harassment and D.1.1 Equal Educational Opportunities. Any student who feels they have been discriminated against or harassed on the basis of race, sex, gender identity, gender expression, national origin, religion, age, disability, sexual orientation, color or veteran status including sexual harassment, has the opportunity to seek informal or formal resolution of the matter. All complaints/concerns should be directed to the Office of Institutional Equity, 713 718-8271 or oie@hccs.edu. Additional information may be obtained online. Visit <http://www.hccs.edu/district/departments/institutionalequity/> Complaints involving sexual misconduct to include but not limited to: sexual assault, stalking, dating violence, sexual harassment or domestic violence should be directed to the HCC Title IX Coordinator, Renée Mack at 713 718-8272 or renee.mack@hccs.eduStudents with DisabilitiesHouston Community College is dedicated to providing an inclusive learning environment by removing barriers and opening access for qualified students with documented disabilities in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Ability Services is the designated office responsible for approving and coordinating reasonable accommodations and services in order to assist students with disabilities in reaching their full academic potential. In order to receive reasonable accommodations or evacuation assistance in an emergency, the student must be registered with Ability Services. If you have a documented disability (e.g. learning, hearing, vision, physical, mental health, or a chronic health condition), that may require accommodations, please contact the appropriate Ability Services Office below. Please note that classroom accommodations cannot be provided prior to your Instructor’s receipt of an accommodation letter and accommodations are not retroactive. Accommodations can be requested at any time during the semester, however if an accommodation letter is provided to the Instructor after the first day of class, sufficient time (1 week) must be allotted for the Instructor to implement the accommodations. **Ability Service Contact Information****Central College**713.718.6164**Coleman College**713-718-7376**Northeast College**713-718-8322**Northwest College**713-718-5422713-718-5408**Southeast College**713-718-7144**Southwest College**713-718-5910**Adaptive Equipment/Assistive Technology**713-718-6629 713-718-5604 **Interpreting and CART services**713-718-6333* **Information:** [**www.hccs.edu**](http://learning.nwc.hccs.edu/) **;** [**http://learning.hccs.edu**](http://learning.hccs.edu)
* **Tutoring & Support:** [**https://hccs.upswing.io/**](https://hccs.upswing.io/)
* **Eagle Online:** [**https://eagleonline.hccs.edu**](https://hccs.instructure.com)
* **Purdue OWL:** [**http://owl.english.purdue.edu/owl/resource/747/01/**](http://owl.english.purdue.edu/owl/resource/747/01/)
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| **Week**  | **Lecture Topic and Activity** |  |

**Week 1** Mon – Holiday Wed – Syllabus & 4 Log-ins / HW#1 Email due 1/25

**1/16-18** Read pgs. 6-11 / 238-239 Service Learning Chp. 1 & 7

**Week 2** Mon – HCC web pages Wed – Lab – Lauren Parson / HW#3 Academic Planner due 3/10

**1/23-25** Vote on social issue Read pgs. 252-255 Chap. 7

 Syllabus/Behavior HW#1

 Academic Integrity

 Read 2-5 & 233-7 Chp. 1 & 7

 HW#2 Resource WS due 2/1

**Week 3** Mon – Resources & Careers Wed – Lab –TypeFocus/ HW#4 Type Focus WS due 2/15

**1/30-2/1** Read pgs. 241-250 Chp. 7 HW#2

**Week 4** Mon – Careers/Plan Now! Wed – Financial Slides HW#6 Financial WS due 2/15

**2/6-8** Read 255-258 Finances

 HW#5 Information Interview due 3/1

 Optional HW – Resume

**Week 5** Mon – Financial Slides Wed – Critical Thinking & SQ3R

**2/13-15** Read pgs. 12-23 Chap 1 Read pgs. 24-41 (peer review articles)

HW#4

**Week 6** Mon – Holiday Wed – Journal Articles Chap 1

**2/20-22** HW#6

**Week 7** Mon Chap 4 pgs. 111-146 Wed – Lab – research & Power Points

**2/27-3/1** HW#5 & Career Presentations due 1/20

**Week 8** Mon – Wed –

**3/6-8** Library Orientation Midterm

 HW#7 Library due 3/14 HW#3 Friday

SPRING BREAK

**Week 9** Mon – Career Presentations Wed – Presentations (only if needed)

**3/20-22** Read Chapter 2 pgs. 43-74 Memory, Note-taking & Study techniques

 HW#7

**Week 10** Mon – Chapter 2 cont. Wed – Chapter 2 cont.

**3/27-29**  Read Chap 3 pgs. 75-110

**Week 11** Mon – Goals & Time Mgt. Wed – Lab – Reference page

**4/3-5** HW#8 due 4/19 Read Chap. 5 pgs. 149-183

 Last Day to Withdraw

**Week 12** Mon – Motivation & Stress Wed – Lab – In-text citations

**4/10-12** Optional HW - Scholarship

**Week 13** Mon – Chapter 5 cont. Wed – Chapter 6 Self-reflection

**4/17-19** Read Chap. 6 pgs. 185-222 HW#8

**Week 14** Mon – Wed – Self-reflection (cont.)

**4/24-26** See tutors – work on papers (Last day for any late or optional HW assignments)

**Week 15** Mon – Career papers due Wed – Review for final (optional)

**5/1-3** No late papers will be accepted!

**Week 16** Mon – No class Wed – Final Exam

**5/10**