



Course Syllabus Learning Framework EDUC 1300

Semester with Course Number (CRN)	Fall 2016 (6171) CRN#s 12035 & 12036
Instructor contact information	Ms. Robin Raborn 713-718-2823 W / 713-303-5208 C robin.raborn@hccs.edu
Office Location and Hours	Room 422.3 at Northline Meetings by appointment, but feel free to check and see if I'm in my office.
Course Location/Times	Northline Rooms 226 & 219 for classes & Room 405 for lab 12305 meets TR from 11:00-12:30 & 12306 meets TR from 12:30-2:00
Course Semester Credit Hours (SCH)	Credit Hours 3.00 Lecture Hours 3.00
Total Contact Hours	48
Course Length	16 weeks
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)	Must have the reading skills to place into INRW 0410.
Course Student Learning Outcomes (SLO):	<ol style="list-style-type: none">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

(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.
- 3.3 Use 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.

Social 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 assignment deadlines and dates for exams.

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.

Student Assignments

Assignments have been developed that will enhance your learning. You will be required to successfully complete these assignments (or similar ones). Assignments will be located on Eagle Online 2 and on the publisher's website called **MindTap**.

In-class activities cannot be made up if you miss class, however, I do drop 4 of these at the end, since you are allowed 12.5% absences. Activities can include pop quizzes over the chapter given during the first 10 minutes of class or group work during class. Try your best to attend all classes. Class attendance is correlated with higher grades!

Chapter Quizzes will cover each chapter of the textbook and the HCC website information.

A Midterm and Final Exam will cover the information discussed in class and from the textbook.

There are usually between 8-12 Homework Assignments given throughout the semester. You may turn them in late, **but 10 points will be deducted for each class period the assignment is late**. This adds up quickly, so practice good time management and get them turned in on time. The following is a list of assignments you **may** see this semester: HCC email, Resource Worksheet, Scavenger Hunt, Time Activity Log, Scholarship Application, Library Orientation, Practice Job Interview, Networking Research, Financial Worksheet, Type Focus Worksheet, etc. These are all subject to change.

The Career Project requires you to write a mini-research paper about the career you're hoping to pursue. You will analyze how your personal interests, values, personality & skills relate to this specific career path. You will also present this information to your classmates with Power Point, and you will include an Informational Interview with someone who currently performs the job your hope to pursue. This is the one and only assignment you are **NOT able to turn in late**.

***A Reflection Presentation for Service Learning is an **optional** assignment where students conduct a minimum of 15 volunteer hours during the semester and conclude by including information in your career presentation that relates what they learned at the agency to something they were supposed to learn in the class. The student will receive a **designation on his/her transcript** stating that s/he participated in a Service Learning class, which looks great on a resume. There are 4 forms that must be completed prior to beginning this process, so speak to me early in the semester if you're interested in this option.
<http://www.hccs.edu/district/departments/academic-affairs/service-learning/>

Student Assessment(s)

Knowledge checks are given for each chapter. You will complete the chapter quizzes. In addition, a mid-term and final exam will be administered.

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.

Program/Discipline Requirements:

You will be required to declare your major, populate your student planner with the appropriate courses, and meet with your assigned advisor during this course.

HCC Grading Scale

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 hour
IP (In Progress)	0 points per semester hour
W(Withdrawn)	0 points per semester hour
I (Incomplete)	0 points per semester hour
AUD (Audit)	0 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 "IP," "COM" and "I" do not affect GPA.

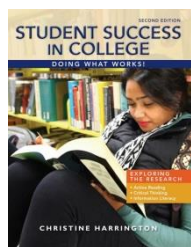
<http://www.hccs.edu/district/students/student-handbook/>

Instructor Grading Criteria:

- Grading Percentages
 25% = HW Assignments
 10% = In-Class Assignments
 15% = Chapter Quizzes
 15% = Midterm Exam
 20% = Career Paper & Presentation
 20% = Final Exam

Instructional Materials:

HCCS Bookstore: <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

Use this url to enter my Mindtap course:

<https://login.cengagebrain.com/course/MTPP-RHHP-8Z2L>

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.

Student Services Policies:

<http://www.hccs.edu/district/about-us/policies/d-student-services/>

Attendance Policy:

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.

Senior Advising:

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.

Title IX:

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 oi@hccs.edu.

Discrimination:

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 oiie@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.edu

<http://www.hccs.edu/district/students/disability-services/ada-counselors/>

Abilities:

Central College 713.718.6164	Coleman College 713-718-7376	Northeast College 713-718-8322
Northwest College 713-718-5667 713-718-5408	Southeast College 713-718-7053	Southwest College 713-718-7909
Adaptive Equipment/Assistive Tech. 713-718-6629 713-718-5604		Interpreting and CART srvs. 713-718-6333

Useful Websites:

- Information: www.hccs.edu ; <http://learning.hccs.edu>
- Tutoring & Support: <https://hccs.upswing.io/>
- Eagle Online: <https://hccs.instructure.com>
- Purdue OWL: <http://owl.english.purdue.edu/owl/resource/747/01/>

SEMESTER SCHEDULE

Week One (8/23-25)	Syllabus & Introductions HW #1 Email Assignment (due 9/1)
Week Two (8/30-9/1)	Advisor Visit & HCC Resources (Personnel, Handbook, Browse Programs A-Z) HW #2 Resource WS (due 9/8)
Week Three (9/6-8)	Chapter 1 – Being a critical thinker HW#3 – Second Advisor Mtg. & Academic Planner (due 10/20) HW#4 – Type Focus Assignment (due 9/29)
Week Four (9/13-15)	Chapter 1 (cont.) HW#5 – Informational Interview (due 11/3)
Week Five (9/20-22)	Chapter 2 – Skills you need: Memory, note-taking & studying
Week Six (9/27-29)	Chapter 2 (cont.)
Week Seven (10/4-6)	Chapter 3 – Setting effective goals & making the most of your time HW#6 – Weekly Time Tracking Assignment (due 10/27)
Week Eight (10/11-13)	Chapter 3
Week Nine (10/18-20)	Midterm Exam Chapter 4 – It's show time: Papers, presentations & tests HW#7 – Library Orientation (due 11/10)
Week Ten (10/25-27)	Chapter 4 <u>10/28 – Last day to withdraw from class</u>
Week Eleven (11/1-3)	Chapter 5 – Motivation, resilience & stress management Optional HW – Scholarship Essay (due 11/22)
Week Twelve (11/8-10)	Chapter 6 – How are you doing? Maximizing learning via self-reflection
Week Thirteen (11/15-17)	Career Presentations & Papers due. <u>NO LATE WORK ACCEPTED!!!</u> HW#8 – Financial Worksheet (due 11/29)
Week Fourteen (11/22-24)	Financial Lecture (Pay for college, Budgeting, Credit Scores)

Thanksgiving Holiday – no class on Thursday
Optional HW – Resume (due 12/1)

Week Fifteen (11/29-12/1) **Career Lecture** (Networking, Applications, Cover Letter, Resume & Interview)

Week Sixteen (12/6-8) Final Exam Week
11:00 class – exam is on 12/6
12:30 class – exam is on 12/8

***Schedule is always subject to change. Make sure to check with someone if you miss class.