



Learning Frameworks – EDUC 1300

Course Syllabus: Fall 2021

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor:

Loren Rivera

Office: HBISD

Phone: 903-577-1146

Email: lriviera@ntcc.edu

Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	8-3 PM	8-3 PM	8-3 PM	8-3 PM		

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description:

This course teaches concepts from the learning sciences to help students acquire the strategies and the tenacity necessary to succeed in college courses and in their future careers. Course instruction focuses on four main content strands: developing and maintaining motivation for college success, developing and using strategies and skills, building community and connecting to campus resources, and developing a college completion plan. Three hours credit

Prerequisite(s): Appropriate test score / TSI placement with multiple measures

Student Learning Outcomes:

Upon successful completion of this course, students will

- 1300.1** Develop and use an academic/personal/professional action plan to include long-term goals, with detailed emphasis on time spent at NTCC.
- 1300.2** Identify and use strategies to manage your time, energy, finances, and personal responsibilities.
- 1300.3** Identify and use various services at NTCC.
- 1300.4** Identify strategies to increase learning, motivation, memory, test-taking abilities, note-taking abilities, and reading comprehension.
- 1300.5** Learn and practice essential skills of academic, career, and personal success.

Evaluation/Grading Policy

You are required to complete all weekly assignments, quizzes, Critical Reviews and participate in class discussions. In order to obtain full credit for all assignments you must submit assignments according to given by the instructor. You will be required to work in groups from time to time as assigned. All students in this class are expected to spend time outside of the class reading, writing, and studying course materials. You should plan to spend at least two to three hours and possibly more if needed familiarizing yourself with the course material.

The breakdown of the course requirements is as follows:

30%	Assignments	Ongoing
TBD	Participation	Ongoing
20%	Midterm Exam	Fall-October/Spring-March
10%	Bad Habit Journal	5 Entries
30%	Career Project	Final Exam
10%	Group Presentation	Part of Final Exam

A = 90-100%, B = 80 – 89%, C = 70 – 79%, F = 69% or lower

Late Work Policy

Since a core focus of this course is to prepare you for experiences in higher education and/or your future in the workplace, completing work on time, in accordance with the good time-management skills you will learn in this course, is considered highly desirable and an important habit to develop. **For this reason, points can be deducted for late work. If you are having trouble completing an assignment on time, please contact me as soon as possible. If possible, I want to work with you so you can submit the assignment without losing points.**

Withdrawals

If for any reason you need to drop the course, it is your responsibility to inform me, and your academic advisor in a timely manner. If you are considering dropping, please try to meet with me to discuss your options. I may be able to **help you find solutions to some of the challenges that may be affecting your progress in class. If I can help, I would like to!** Ultimately the decision is yours; therefore, I will not drop students for any reason. All students who remain in the course will receive a grade based on their performance.

Required Instructional Materials:

N/A

Optional Instructional Materials:

There will be additional instructional materials provided within the context of each weekly module. Videos will be assigned to watch in and out of class. Guest speakers will be invited to speak in class as well as out of class learning experiences that relates to the course material.

Minimum Technology Requirements:

You will be required to submit a few assignments electronically.

Required Computer Literacy Skills:

Basic computer skills (typing, copying and pasting, emailing).
Accessing Blackboard only at a minimal as instructed by the instructor.

Course Structure and Overview:

This is a 16-week face to face course. A typical week involves general participation by all students in classroom discussions. Students are required to complete all in class assignments and activities as well as homework. Students are required to attend classes weekly unless other arrangements have been discussed and decided. Students are expected to watch instructional videos both in and out of class and read course textbook as instructed. To be successful, it is very important for students to keep up with course materials and assignments.

A special note about attendance:

Attendance is mandatory. You are expected to attend every class, to arrive on time, and to remain the entire period. You need to be here in order to participate in in-class activities! It is your responsibility to find out what you missed in the case of an absence. In college there is no such thing as an “excused absence.” You may miss two classes without any penalty to your grade. For each absence over two, you will lose points off your final grade as follows:

3 absences – 2 points

4 or 5 absences – 5 points

6 or 7 absences – 8 points

8 or more absences – Failed class

Students who have eight or more absences will automatically receive an F for the semester!

Attendance is so crucial for success that if you miss no more than one class, you will receive an extra 5% on your final grade. This means that if your final course average is 85% (B), your final grade could be increased to 90% (A).

Learning Environment

Your enrollment in this class acknowledges that you intend to learn the course material. Behaviors that would impede the learning process will not be permitted. These behaviors include, but are not limited to, reading newspapers or books, text messaging, surfing the web, answering cell phones, and talking out of turn. If you are not sure what is appropriate, please ask me. Students are responsible for knowing and following common sense rules of behavior. I am committed to creating and maintaining an open, productive, intellectually engaging learning environment. Disruptive students will be instructed to leave the classroom. This is college, so warnings will not be issued.

Communications:

Emails will be responded to within 24 hours. Students are expected to abide by Netiquette rules when communicating online. See this link for details: **www.**

<https://coursedesign.colostate.edu/obj/corerulesnet.html>.

The college's official means of communication is via your campus email address. Your instructors will use your campus email and Blackboard to communicate with you outside of class. Make sure you keep your campus email cleaned out and below the limit so you can receive important messages.

Institutional/Course Policy:

No late work will be accepted without prior approval by the instructor. It is the student's responsibility to pay attention in class when instructor is giving instructions and/or check Blackboard for important information/announcements regarding the course. Do not wait the last minute to turn in or submit assignments in case of technology issues.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to special population page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory

information” may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student’s name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term):

Course Schedule: (Subject to Change)

<u>Weeks</u>	<u>Topics</u>	<u>Assignments</u>	<u>Due Dates</u> (Due by 11:59pm CST)
Week 1:	<u>Course Overview</u> <u>Introductions/Getting to Know You</u>	➤ Syllabus Quiz ➤ Mobile Device Article-Critical Review	
Week 2:	Scavenger Hunt How to Study Successful in College	➤ Handouts/vidoes for class discussion	
Week 3:	Smart Thinking/The Brain	➤ Brain Lecture/activities/videos ➤ Brain Quiz ➤ The Jody Miller Story-Critical Review	
Week 4:	Introducing Cornell Notes	➤ Lecture on taking better notes in class ➤ Cornell Note Taking Assignment	
Week 5:	Tackling Technology Fears/Frustrations Bad Habit Mid-Term Vocabulary	➤ Technology handout ➤ Bad Habit Article-Critical Review ➤ Choose Bad Habit for Group Presentations ➤ Discuss Bad Habit Journal ➤ Mid-Term Vocab Handout	
Week 6:	Meeting with an Academic Advisor Positive Mindset	➤ Scheule an Advising Appt. ➤ Positive Mindset Article-Critical Review	
Week 7:	Library Visit/Heather Shaw Creating Motivating Goals Goal Setting/Self Efficacy	➤ Taking advantage of college campus resources ➤ Library Resource Critical Review ➤ Goal Setting PP	
Week 8:	Mid-Term	➤ Mid-Term Review/Exam	

3/14/22 – 3/18/22	Happy Spring Break!		
Week 9:	Myers Briggs Time Management Expanding Your Goals SWOT Analysis	<ul style="list-style-type: none"> ➤ Creating a time Distribution Schedule ➤ Complete a SWOT Analysis ➤ Complete a Goal template 	
Week 10:	Metacognition	<ul style="list-style-type: none"> ➤ Metacognition PP/Videos 	
Week 11:	Building A Better Memory	<ul style="list-style-type: none"> ➤ View and discuss videos 	
Week 12:	Bloom's Taxonomy	<ul style="list-style-type: none"> ➤ Discuss PP/Videos 	
Week 13:	Career Project	<ul style="list-style-type: none"> ➤ Discuss Career Project in detail 	
Week 14:	Career Project Bad Habit Presentation	<ul style="list-style-type: none"> ➤ Clarification/Questions-Career Project ➤ Group Presentations 	
Week 15:	Career Project Due		
Week 16:	Career Project	<ul style="list-style-type: none"> ➤ Final Exam 	