Walters State Community College Course Syllabus

Course Information

Course Number and Name: EDUC 1030 The College Experience
Section ID: 80880.202380
Semester and Year: Fall 2023
Credit Hours: 3
Start Date: August 21, 2023
End Date: December 08, 2023
Course Format: CON - Conventional Methodology
Catalog Course Description: This course is designed to empower the student as he/she attempts to set and maintain realistic personal and educational goals. Emphasis is on developing reading, writing, math, and other effective learning strategies. Other topics include exploration of learning styles and diversity on a college campus, development of critical thinking skills, and introduction to campus resources and use of technology. F, S, Su
Meeting Details: MW; 12:45PM - 02:10PM; MBSS 125
Course Drop Deadline: October 27, 2023

Instructor Information

Name: Kristen Johnson
Office Location: By appointment
Office Hours: By appointment
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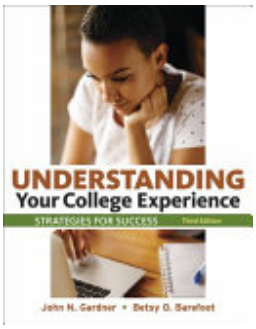
Email: Kristen.Johnson@ws.edu
Supervisor Name: Dr. Cary Jenkins
Supervisor Phone: 423-585-6761
Secretary Name: Lisa Horner
Secretary Phone: 423-585-2633

Required Textbook(s) and Materials



Understanding Your College Experience
ISBN: 9781319107437
Authors: John N. Gardner, Kimberly A. Koledoye, Betsy O. Barefoot
Publisher: Bedford Books
Publication Date: 2019-10-22

Supplemental or Optional Materials

None

Student Learning Outcomes/Objectives

- 1. Navigate the course management system (eLearn) and other college success technologies.
- 2. Assess and accommodate individual learning styles as a means to understand the liberal arts, process of critical thinking, and the diversity of a college campus.
- 3. Acquire strategies for effective listening to take lecture notes, read textbooks for understanding, and prepare for tests and other evaluations.
- 4. Learn to manage time and set goals for college and life through the exploration of college resources and the development of an academic plan of study.
- 5. Acquire necessary research skills from library instruction and access academic resources, primarily in electronic format, in order to support curriculum assignments.

Instructional Approach and Methods

Instructional and Evaluation Methods:

Activity	Maximum Grade Points
Class Participation/Attendance – see Class Participation Section	100

Activity	Maximum Grade Points
Quizzes – 10 points each	120
Chapter Assignments – 20 points each	180
Chapter Discussion Boards – 20 points each	60
Self-Introduction and Course Feedback Discussion Boards 10 pts. each	20
Unit Capstone Written Analysis – 60 points each • Unit 1 • Unit 2 • Unit 3	180
Mid-Term Check-In	20
Unit Exams – 100 points each • Unit 1 – Chapters 1, 12, 3, & 4 • Unit 2 – Chapters 5, 6, 7, & 8 • Unit 3 – Chapters 9, 10, 2, & 11	300
Pre-Test 10 points & Post-Test – 10 points	20
Maximum Grade Points	1000

Assessment, Evaluation and Testing Procedures

1. Pre & post-tests, quizzes and exams contribute to the final course grade.
2. A chapter quiz will be administered for each textbook chapter. Each of these Quizzes will be open approximately one week each. During this time you make take the Quiz as many times as you want to raise your score. Once the Quiz time has ended the highest attempt will be the grade that is saved. See the Curriculum Timeline at the end of this document for additional information.
3. Three unit exams will be administered. Exams will be administered at the end of each Unit. For Web classes, each Unit Exam will be open for three days during administration but, **you will**

have one attempt only. Onground classes will have their exam administered in person during the normal class time. Onground students MUST BE present to take the exam unless prior arrangements with the instructor have been made. There will be 60 questions on each Exam. The Exams will have an enforced time limit of 50 minutes.

4. No comprehensive final exam is administered.

Grading Scale

A	900-1000
B	800-899
C	700-799
D	600-699
F	599-below

Assignments

1. Textbook-based eLearn assignments and discussion board posts contribute to the final course grade.
2. Each Chapter will include a Quiz that may be taken as many times as you choose for mastery during the time the Quiz is open. Once the Quiz closes, your highest attempt is the grade that will be recorded. Quizzes will not be re-opened once they have closed. Plan accordingly.
3. Each Chapter will include at least one assignment to submit to the Drop-box **or** at least one Discussion Board Post. The assignments and Discussion Boards are opened and closed as the chapter begins and ends. Drop-boxes and Discussion Board post must be submitted before the ending date. Drop-boxes will not be re-opened and Discussion Boards will not accept late posts. Plan accordingly.
4. For each Unit there is a Capstone Written Analysis that will allow you to engage with the Career Development and Tech Tips as well as return to the concepts from that unit in the textbook for reflection and review. Each of these will open towards the end of the unit. The Dropboxes for the Capstone Written Analysis will not be open for late submission. And, as stated above there are no make-up Exams. PLAN ACCORDINGLY.

Class Participation

1. Attendance is calculated based on completion of pre & post-tests, chapter assignments, discussion boards, quizzes, and exam submissions. Missing work and not participating in the class (see # 2) can result in a reduction of attendance points.
2. Because regular class attendance is a student obligation, it is the student's responsibility to contact the instructor via eLearn if an emergency beyond your control occurs which prevents the student from being able to attend class or log into eLearn and complete assignments or exams. For on ground classes, class attendance is mandatory. Attendance points can be deducted for on ground students not being on time, not staying the entire class, and not attending class in general. Points can also be deducted for students who are on their phone or computer websites that are not related to our class content.
3. Each assignment, discussion board, quiz, and exam submitted or taken on time along with class attendance will earn points totaling to the 100 points for this category.

Course and Class Policies/Procedures

Guidelines for Communication: Email, Discussion Posts, and/or Chat within eLearn, Teams, Zoom or the Classroom

Professional behavior is expected in all communications for this course inclusive of pictures used for your course icon/avatar. Students are expected to maintain an atmosphere which is not disruptive to the learning process and is respectful of other classmates and the professor.

Student Responsibilities for Taking an Online Course, Netiquette and Resources

Also, see Part 3 Academic and Classroom Misconduct in the WSCC Student Handbook Student Disciplinary Procedures

Additional Course Requirements/Details/Information

Minimal Technical Requirement for This Course –

1. Access to a reliable working computer or tablet.

2. Access to a reliable internet connection.

3. Navigation and enacting various function in Desire2Learn (eLearn).

4. Use of the digital Dropbox in eLearn.

5. Creating and submitting files in commonly used word processing

program formats.

6. Constructing posts in discussion boards in eLearn.

7. Navigating and utilizing Youtube or other sourced videos.

Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions). Plagiarism includes, but is not limited to the following:
    a. Using cut/paste tool from original document with no references given.
    b. Copying another student's work and submitting it as one's own.
    c. Forging or otherwise altering signatures.
    d. Giving or falsifying academic documents or materials.
2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
    a. Utilizing old tests, projects, notes or written papers.
    b. Providing unauthorized information to a fellow student about exam content.
    c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
    d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
    e. Consulting with a classmate or others when taking a computerized test.
    f. Disregarding other specific policies and procedures outlined for a particular class.
    g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
    h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.

3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

Student Resources

TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970

  Walters State English Learning Lab (opens in new window)
  ws.edu/academics/humanities/writing-lab

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

  Walters State Mathematics Learning Lab (opens in new window)
  ws.edu/academics/mathematics/learning-lab

TECHNOLOGY SUPPORT

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

Walters State Helpdesk (opens in new window)
helpdesk.ws.edu

STUDENTS WITH DISABILITIES SUPPORT SERVICES

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

Walters State Student Support Services (opens in new window)
ws.edu/student-services/disability/

SUICIDE PREVENTION STATEMENT

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

College Policies

STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

Walters State Catalog (opens in new window)
catalog.ws.edu/

Walters State Timetable of Classes (opens in new window)
ws.edu/admissions/registration/

PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to

change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

COURSE GROUND RULES

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.
- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

FINANCIAL AID

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

Walters State Homepage (opens in new window)
ws.edu/home/

Walters State Facebook page (opens in new window)
https://www.facebook.com/WaltersState/

Walters State Twitter page (opens in new window)
https://twitter.com/waltersstate

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

Senator Emergency Text System (opens in new window)
ws.edu/set/

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

LEARNING MANAGEMENT SYSTEM

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." Brightspace Accessibility Standard (opens in new window)

Brightspace is also committed to guarding student data and privacy. Brightspace Privacy Policy (opens in new window)

Late Assignment Drop Box and Quiz Availability

To accommodate for life happening and to treat everyone in the course fairly, I have created the following opportunities as a support for you in this course. And, while I would not advocate your use of these opportunities unless absolutely necessary, things do happen. If you find yourself in the situation you have had to miss a Quiz (NOT an Exam) or were not able to drop an assignment into a Dropbox or complete a Discussion Board within the week it was due, the following options are available to you:

- **Quizzes** – You may request to take any **two** Quizzes in which you have made no attempts. This does not include Exams. Once you request this, I will re-open the Quiz for you for a designated period of one week. The last week I will open a Quiz is November 24 - November 30.
- **Chapter Assignments** - A Dropbox for Late Chapter Assignments has been created that will accept **two** late Chapter Assignments. The Dropbox will close November 30.
- **Discussion Posts** – I have established a Late Discussion Post Dropbox that will accept **two** Discussion Posts. These should be word processed with the Chapter of the Discussion Post included. The Dropbox will close November 30.
- **Capstone Analysis** – I have established a Late Capstone Analysis Dropbox that will accept **one** assignment. The Drop Box will close November 30.

All assignments submitted through these Late Drop boxes **will only be able to earn half of their original credit**. Quizzes that are taken through this option, **will only be allowed to earn half of their credit.** In that each of these Dropboxes are set to specific assignment values and rubric usage, please ensure you place the assignment within the correct Dropbox. In order to take a Quiz through this option, you will need to contact me and make that request.

Curriculum Timeline (Subject to Change Based on Instructor Determination)

Weeks		**Module/ Chapter**	**Assignments/Assessments**
1	August 21 - August 25	Orientation	Discussion Board Self Introduction; Pre-test; e-mail to instructor; **All due by August 25**
2	August 25 - August 31	Chapter 1	Chapter 1 WSCC Resources Assignment; Chapter 1 Quiz; O*Net Interest Profiler; **Due August 31**
3	September 1 -	Chapter 12	Chapter 12 Career

	September 7		Assessment Assignment; Chapter 12 Quiz **Due September 7**
4	September 8 - September 14	Chapter 3	Chapter 3 Discussion Board Time Management Tips; Chapter 3 Quiz **Due September 14**
5	September 15 - September 21	Chapter 4	Learning and Teaching Styles Assignment; Chapter 4 Quiz **Due September 21**
6	September 22 - September 28	Unit 1 Capstone and Exam	Unit 1 Capstone Analysis and Exam 1 **Due September 28**
7	September 29 - October 5	Chapter 5	Chapter 5 Discussion Board How to take notes in class; Chapter 5 Quiz; **Due October 5**
8	October 6 - 12 (Includes Fall Break)	Mid- Term Check In	Mid-term Check In **October 12**
9	October 13 - October 19	Chapter 6	Chapter 6 Outline and Organizer Assignment; Chapter 6 Quiz **Due October 19**
10	October 20 - October 26	Chapter 7 & 8	Chapter 7 Discussion Board Study Less Study Smart; Chapter 7 Quiz; **Due October 26** Chapter 8 Test-Taking and Success Assignment; Chapter 8 Quiz **Due October 26**
11	October 27 - November 2	Unit 2	Unit 2 Capstone Analysis and Exam 2 **Due November 2**
12	November 3 - November 9	Chapter 9	Chapter 9 Case Study Chapter 9 Quiz **Due November 9**
13	November 10 - November 16	Chapter 10	Chapter 10 Case Study Assignment; Chapter 10 Quiz

			Due November 16
14	November 17 - November 23	Chapter 11	Chapter 11 Wellness Assignment; Chapter 11 Quiz **Due November 23**
15	November 24 - November 30	Chapter 2	Chapter 2 Emotional Resilience Assignment; Chapter 2 Quiz **Due November 30**
16	December 1 - 7 (Finals Week)	Unit 3	Unit 3 Capstone Analysis and Exam 3 **Due December 7**
16	December 1 - 7 (Finals Week)	Course Closing Activities	Post Test and Course Feedback Discussion Board **Due December 7**