

1-2015

AASC 100.02: Introduction to the University Experience

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AASC 100: Introduction to the University Experience

Spring 2015 Syllabus and Schedule

Instructor: Sue Bradford, Ed. D.

Office: Missoula College, Room HB 02

Office Hours: 11:30-12 MW; and by appointment

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Required Texts:

- *The Community College Experience, Brief (3e)*. Baldwin, 2012 (NJ: Pearson Education). - ISBN: 978-0-13-248086-4 -
- Some additional readings will be posted on our course website in **Moodle**.

Welcome to AASC 100! By becoming a university student, you have chosen to embark on an exciting new journey of discovery. The road ahead will be filled with challenges, choices, and opportunities. But like any journey into unfamiliar territory, there may also be unexpected surprises or obstacles along the way. Choosing majors, finding your way around campus, keeping up with assignments, learning what it takes to study effectively – all this can seem overwhelming at times. That’s why we created this course -- to help you “learn the ropes” of university life, develop effective study skills, and provide a forum where you can explore what it means to get a college education.

AASC 100 is designed to help new and non-traditional students make a successful transition to college. Students will explore the many programs and resources available at The University of Montana, develop learning strategies and study skills, read and discuss essays about the purposes of higher education, and reflect on their own goals and aspirations as college students. The course culminates with completion of a capstone project, the Discovery Paper.

LEARNING OBJECTIVES: Upon successful completion of this course, students will be able to:

1. Apply study principles and techniques to educational activities
2. Understand the transition to a four-year university after completing the AA degree
3. Learn to take personal responsibility for learning strategies and outcomes
4. Identify the resources found within the higher education community
5. Understand their roles in the diversity of a four-year university
6. Identify issues that may affect college success
7. Use self-knowledge and knowledge of UM to make educational decisions
8. Practice formulating ideas and opinions and expressing them clearly
9. Identify personal learning goals and processes leading to attainment of those goals
10. Apply research and writing techniques to “discover” an area of academic study

COURSE STRUCTURE & EXPECTATIONS

Preparing for Class: Come to class prepared! This means you should be ready to participate in class activities. Do the readings before class and bring a notebook to take notes. Have your homework done ahead of time. Express yourself appropriately by speaking in turn, listening to others, and respond respectfully - even if you disagree. Turn off cell phone ringers and refrain from texting or web-surfing during class. With this in mind, I will expect all students to attend regularly, be on time, be prepared, participate in discussions, and demonstrate mutual respect at all times.

Participation: Your participation in class activities and discussions is very important to the - learning process. Getting involved will enhance your learning by making the class more - interesting and relevant to you. This also develops your speaking and listening skills, and - enriches our learning community with your unique perspective. -

MOODLE Supplement: This course will use a Moodle Supplement website to post announcements and other course information. This online resource has many helpful features will allow you to check the class schedule, access additional readings and resources, check assignment information, and even submit assignments between classes. It also contains an online grade book where you can check your scores on assignments. Students can access Moodle from the UM websites; login through OneStop or UM Online using your NetID. (We will cover this in class ☺)

Moodle Docs = Online Readings: Some of your readings will be posted in electronic form on our Moodle supplement website. To open these, you may need to install Adobe Acrobat Reader on your computer. This helpful software can be downloaded for free from: <http://get.adobe.com/reader/> .

ASSIGNMENTS & GRADING

1. - **Attendance.** Regular attendance is one of the keys to college success; it's much harder to do well if you miss the lessons. Please plan to come on time & stay for the full class period. If you must miss class, you are still expected to turn in assignments on time. The instructor may excuse absences or grant due date extensions in cases of documented illness or other dire circumstance. Please contact me if as soon as possible if you're not sure what to do or need to request a due date extension.
 - **Students with no more than 3 absences will get a 5% bonus for good attendance**
2. - **Class Participation.** Preparing for class will help you get the most out of your education. Complete the assigned readings and take notes! This will improve your learning – and classes are much more interesting when you know what's going on. Therefore, I will award 2 points for each day that you come prepared and participate appropriately in class activities. **Class participation is worth 50 points of your overall grade.**
3. - **Weekly Journal.** Journaling is an excellent way to process and reflect on new experiences. Therefore, you will be asked to complete a one-page journal entry for each of our ten Chapter topics. Instructions will be posted on Moodle. **Journal entries are worth 10 points each.**

4. - Homework Assignments. Weekly homework assignments are designed to help you extend and apply your understanding of the topics we cover in class. These will introduce a variety of resources, encourage you to practice new study skills, and help you develop your Discovery Paper. **Assignments are worth 10-20 points each.**

Tentative List of Assignments:

- HW 1: UM Connect (10 pts) -
- HW 2: Scavenger Hunt (10 pts) -
- HW 3: Moodle 101 Tutorial (10 pts) -
- HW 4: College Major Profile (10 pts) -
- HW 5: Weekly Schedule (10 pts) -
- HW 6: Self-Assessment (10 pts) -
- HW 7: Cornell Notes (20 pts) -
- HW 8: Degree Plan (10 pts) -
- HW 9: Library Research Activity (10 pts) -
- HW 10: Article Summary (20 pts) -
- HW 11: Discovery Paper Outline (10 pts) -
- HW 12: Rough Draft for Workshop (10 pts) -

Detailed Instructions will be announced in class and posted on Moodle.

5. - Midterm Reflection. The Midterm assessment will review key topics covered during the first half of the course. This will consist of several reflective writing questions. **The Midterm is worth 40 points.**

6. - Discovery Paper. The Discovery Paper is a 5-7 page research paper on a topic that relates to your individual interests. This project will be developed in stages as you complete a series of related homework assignments that will help you select a topic, find scholarly research articles, review sources, cite sources, and develop an outline for your paper. The finished product will be the capstone of our semester and represent an important accomplishment for you as a student. **The Discovery Paper is worth 50 points.**

7. - Final Reflection. Our Final assessment will review the main topics of the course, with emphasis on topics covered during the second eight weeks. This will include several reflective writing questions and a group activity component. **The Final is worth 40 points.**

Late Work Policy: Getting work in on time is another important element of college success. - Some instructors will simply refuse to accept late work, while others will deduct points from your grade as a penalty. In this class, I will deduct 10% of the possible point for each day an assignment is late: -

- **Point value of assignments drops by 10% for each day it is late.**
- **Extensions may be granted to accommodate special circumstances** (contact instructor)

Final Grades: Traditional letter grades (A-F) will be based on each student's overall percentage of the total course points earned. A summary of the approximate course points from graded work and the traditional grade percentages are shown in the following tables:

Course Component	Points
Participation/Attendance	50 points
Journal Entries	100 points
Homework	120 points
Midterm	40 points
Discovery Paper	50 points
Final	40 points
TOTAL = 400 points	

GRADING SCALE	
90% - 100%	A
80% - 89%	B
70% - 79%	C
60% - 69%	D
0% - 59%	F

ADDITIONAL INFORMATION & RESOURCES

- **Getting Help:** Please feel welcome to talk with me about your assignment ideas and let me know if you have special needs or circumstances that affect your performance in class. I will have regular Office Hours each week and can arrange appointments at other times when we can meet outside of class. In general, the best way to contact me is by email. I also have a mailbox in HB 02.
- **Missoula College Learning Center:** The Learning Center is located in Room AD 06 in the Missoula College Administration Building. This is the place to go for help getting online, tutoring, placement tests, make-up tests, and a good place to study.
- **The Writing Center:** The Writing Center is an excellent resource offering professional tutoring in writing for UM students at both the UM-COT Campus and on the Main Campus. Weekly hours are posted at the Academic Support Center (room AD 06).
- **Accommodations:** Students with disabilities will receive reasonable accommodations in this course. To request course modifications, please contact me as soon as possible. I will work with you and Disability Services (DSS) in the accommodation process. For more information, you can contact Disability Services at (406) 243-2243 or visit the [DSS website: http://www.umt.edu/dss/](http://www.umt.edu/dss/)
- **UM Drop Policy:** Please be aware that you must follow the proper procedures to drop a course without receiving a failing grade. You can drop courses in CyberBear until September 16th only. From September 17th to October 28th, you must submit a Drop/Add Form signed by your instructor and advisor. From October 29th to December 6th, you must pay \$10 to submit a petition form with documented justification that is signed by your instructor, advisor and dean. Please note: "Failing grades" is not an accepted reason for dropping a course. Contact the Registrar's office for more information.
- **Student Conduct:** Please conduct yourself in a way that promotes learning for all students in the classroom (i.e., avoid offensive language, respect personal privacy, turn off cell phones, and take turns in class discussions). Plagiarism and cheating are not tolerated at UM and will be handled in accordance with the University of Montana [Student Conduct Code: http://life.umt.edu/vpsa/student_conduct.php](http://life.umt.edu/vpsa/student_conduct.php)