



Mr. Patrick McDermott
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FALL 2011- MW class

Office: AP 159
Ref #: 094724

Phone: (850) 201-8482
Class time/Location: 2:30pm– 3:45pm MW DH 205

Welcome to SLS 1510 – College Success from Mr. McDermott:

I look forward to working with you towards a successful semester. I am excited to embark on this rewarding and enjoyable journey with you. This is a course designed to prepare you to build and reinforce skills necessary for college and career success, we will discuss a variety of topics focused on successful living, interpersonal relationships, employability skills, how to choose a college major and career planning. All of these topics will give you a well-rounded experience.

My teaching is structured so that I am able to incorporate lessons that I have received from other classes as well as lessons that I have put together myself. My best source is my own experience. I feel that bringing in my own experiences to my lessons puts life into what I teach. I also feel that good teaching is when lessons can be applied to real life which this course is all about—being successful in college and in life!!!

Here are some keys to success in this course:

- Study Daily. Develop the habit of studying on a daily basis.
- Set aside a regular time each day for study and stick to this schedule. Identify what part of the day you are most alert and use that time of day for studying.
- Let others know your study schedule and ask them to respect that time.
- Study in a quiet, well-lit space. Use a desk or table, not a bed or couch. Have all necessary supplies on hand.
- Study for short periods. Take a break about once an hour for it will help you stay alert while you study.
- Take the time to look up new terms and words. Become familiar with the glossary at the back of your text.

Please feel free to let me know what I can do to make your studies more productive. TCC is an awesome learning community, and I speak for the entire campus when I say we are pleased to have you at TCC for the Fall 2011 semester.

OFFICE HOURS:

Monday- 12:15pm to 2:15pm and 4:00pm to 4:30pm
Tuesday-11:30am to 1:00pm
Thursday - 11:30am to 1:00pm and 2:30pm to 4:00pm
Friday- 10:30am to 1:30pm

**** Virtual Hours – Tuesday- 8:15pm to 9:15pm
Online Discussion Board – Office Hours or by appointment

LEARNING COMMONS HOURS:

Wednesday- 12:15pm to 2:15pm

******PLEASE NOTE MY OFFICE AND LEARNING COMMONS HOURS WILL BE ADJUSTED
STARTING THE WEEK OF OCTOBER 17th AND I WILL POST MY UPDATED HOURS FOR YOU.******

HERE'S WHAT YOU NEED FOR SLS 1510:

- Piscitelli, S. (2011). *Choices for College Success- Custom Edition for Tallahassee Community College- SLS College Success and Career Planning*. Boston , MA: Pearson Education, Inc.
- A travel drive (thumb drive/jump drive) and/or know how to access your personal disk space on the TCC system. All out of class papers should be saved and kept for the duration of this semester.

SUGGESTED READINGS: The suggested resources align with topics we will be covering during this semester, I may also use various articles that I may pass out or posted on our Blackboard website.

Johnson, S. (1998). *Who moved my cheese?* New York: G.P. Putnam's Sons.

Levitt, S.D & Dubner, S.J (2005). *Freakonomics: A Rouge Economist Explores the Hidden side of Everything*. New York: HarperCollins.

Miller, D. (2005). *48 Days to the Work You Love*. Tennessee: Broadman & Holman.

Pitino, R. & Reynolds, B. (1997). *Success is a Choice: Ten Steps to Overachieving in Business and Life*. New York: Broadway Books.

Prentice-Hall. (2005). *Getting through College without Going Broke*. New York. Author.

TEACHING MISSION: The faculty are committed to creating a learning environment for all students which promotes, encourages, and fosters higher order thinking skills including critical thinking skills that are grounded in an understanding of the fundamental concepts of the disciplines in which they are taught.

COURSE DESCRIPTION & GOALS: This course is designed to build and reinforce skills necessary for college and career success. Topics include: motivation, goal setting, learning styles, time management techniques, test-taking skills, reading textbooks, and memory skills. The course also covers topics such as wellness, interpersonal relationships, employability skills, financial management, choosing a major and other career planning topics.

The goals of the course are to assist students:

- Develop short and long-term career, academic and personal goals with a plan to achieve them.
- Use effective study and classroom skills.
- Maintain healthy relationships in college, at home and in the workplace

IMPORTANT DATES FOR THIS SEMESTER: PLAN AHEAD!

Monday, September 5th	Labor Day- No Classes
Wednesday, September 21st	Golden Assessment- DUE
Monday, September 26th	Test 1
Wednesday, October 12th	Goal Outline Workshop-Mr. McD's in office.
Monday, October 17th	Goal Outline- DUE
Wednesday, October 19th	Test 2- Midterm Exam
Monday, October 24th	VARK Assignment- DUE
Monday, October 31st	Cultural Assignment - DUE
Monday, November 7th	Career Project Workshop- Mr. McD's in office.
Tuesday, November 8th	Last day to withdraw from class and receive an "W".
Wednesday, November 9th	Career Project- DUE
Wednesday, November 16th	Test 3
Monday, November 21st	Make-up Test Day
Monday, November 28th	SDS assignment -DUE
Wednesday, December 7th	Final Exam



GRADING POLICY: The following details the weight given to all coursework when determining your final grade average:

1000-900= A	899-800=B	799-700=C	699-600=D	599-0=F
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The most just and reasonable method of determining a student's grade consists of weighing all factors by the instructor. As your instructor, I will be using the following criteria as guidelines in the assigning of grades to you.

Grade of "A" - Excellent

- Consistently superior scores on examinations and other prescribed assessments.
- Assignments completed in prescribed form, on time, with evidence of careful research on subject matter and planned presentation.
- Consistently demonstrates critical thinking skills in terms of the subject matter of the course and assessments
- Knows how to apply subject matter in new situations
- Shows by behavior (written, verbal, social) that reasons for learning subject matter are understood and some application made.

Grade of "B" - Good

- Consistently above average scores on examinations.
- Assignments completed in prescribed form, on time, with evidence of some extra references and planned preparation.
- Presents independent ideas frequently on subject matter of the course and demonstrates above average critical thinking skills.
- Shows by behavior (written, verbal, social) that reasons for learning subject matter are understood and some application made.

Grade of "C" - Average

- Satisfactory scores on examinations.
- Most assignments completed in correct form and on time.
- Presents evidence of satisfactory grasp of assigned subject matter of the course and evidence of critical thinking skills in most assignments.
- Shows by behavior (written, verbal, social) that subject matter has some application to academic, social, or vocational goals.

Grade of "D" - Poor

- Below average examination scores but high enough to show attainment of at least the minimum course objectives.
- Majority of assignments completed, in imperfect form, and not always on time.
- Shows some grasp of individual units of subject matter, but little evidence of critical thinking skills.
- Shows some improvement in behavior (written, verbal, social) by direct application of some learned material, but with little insight.

Grade of "F" - Failure

- Level of achievement does not measure up to competency required in the course.

THE FINAL GRADE WILL BE BASED ON:

- Class participation, Homework (Written or Web-based), Case Studies, Group Activities, Discussion Boards, Pop Quizzes, etc. (200pts)

Refer to the class attendance policy for class participation explanation. Students may be given homework assignments, online assignments (i.e. discussion boards), pop quizzes, group assignments and other assignments throughout the semester to aid in the understanding of material presented in the textbook and in the classroom.

1. Students are 'allowed' 3 absences. Each extra day absent for whatever reason results in a 20 point deduction from your 'participation' points. Example: 8 days absent = 5 additional absences X 20 pts = a deduction of 100 pts from participation pts. Save these days for when you are sick, etc. Please do not bring me excuses...this is why you get three days!
2. Homework is assigned for most class periods. I will inspect this homework only on certain days. Missing or unsatisfactory homework on the days I check it, will lose 20 points from your participation grade.
3. On any day an unannounced pop quiz may be given.
4. Students that are required to leave the classroom for disruptive behavior to include cell phones, PDA, MP3 players, laptops use will lose participation 20 points for that class period.

- Self-Assessments (150pts)

Self assessments are used in the process of gathering information about yourself in order to make an informed career decision and being successful in college and beyond.

- ✓ *Self Directed Search (SDS)*- This assessment is based upon self reported interests and abilities derived from John Holland's six themes of areas of work.
- ✓ *VARK Assessment*- The assessment provides users with a profile of their learning preferences.
- ✓ *The Golden Personality Type Profiler*- This assessment helps students understand how they make decisions and relate to others. Students will develop a deeper understanding of their strengths and weaknesses.

- Cultural Experience Assignment (25pts)
This assignment will give the student an opportunity to get involved in a campus activity or local event. Research has shown that students who are involved on their campus or in their community outside of the classroom are more successful students.
- Goal Outline Assignment (25pts)
This assignment will give students the opportunity to develop and map out their Career, Academic, Personal and Social (CAPS) goals. The instructor will provide guidelines for successful completion of this assignment.
- Career Project (100pts)
Students will develop a career project. The objective of this project is to engage the student in the process of career development and looking at college majors. Student will also develop a resume with the project. The instructor will provide guidelines for successful completion of this assignment.
- Tests (300pts) and Final Exam (200pts)
The format can include but will not be limited to, fill in the blank, matching, essay, multiple choice and short answer. The purposes of assessments are to assess your knowledge of what we have covered in class and in the assigned readings, your needs (i.e. I may need to repeat some content that a majority of students did not understand) and to encourage students to keep up with material covered in class.

MORE ON GRADING POLICIES

- All assignments must be typed and submitted on or before the due date. **NO LATE** work will be accepted.
- All typed assignments must have a title page and be secured by a staple. If there is no staple points will be taken off the assignment. The title page must have the following information on the page: Your name, the class name and section, the title of the assignment, as well as the due date to be eligible for the full credit for each assignment.
- **TEST POLICY-** If you miss a Test, it will be recorded as a zero, however if you miss an test you will have an opportunity to complete a comprehensive essay Make-up Test on **Monday, November 21, 2011** during class time. This can be used to replace a zero earned by not taking one of the tests. You can only use this to replace **one** missed test. This policy is in fairness to your fellow classmates and to me. Thank you!!!
- **No Make ups are given for POP QUIZZES.**

- Proper spelling, punctuation, and sentence structure will be taken into consideration for the final grade on each assignment. In college and in your careers, you must possess excellent written and verbal communication skills.
- Please make attending class a priority for your success in this course.
- The final exam will be given on **Wednesday, December 7, 2011** which will be the last time we meet for class this semester.

WITHDRAWAL POLICY AND ATTENDANCE EXPECTATIONS: Regular attendance is crucial to your success in this course. Attendance will be taken.

Tuesday, November 8, 2011 is the last day to withdraw from this course and receive a “W” on your transcript. Your instructor will not “AW” you and the responsibility of withdrawing from class falls to the individual student.

The course attendance policy is tied to the participation grade. Class begins promptly at 2:30pm. Please demonstrate professional behavior and be on time. Please note that (2) two lates equal (1) one absence. Class attendance is expected and required. Each student is allocated 3 absences throughout the semester. (Includes excused and unexcused). Any absences thereafter will affect your participation/ attendance grade.

Additionally, on days when group participation is required, an absence will automatically result in a reduction of the participation grade (others will have to take up the slack for the absence of a classmate). These participation days may be unannounced.

Remember, the syllabus pacing schedule is subject to change at my discretion, so you need to be in class to stay current. If you have excessive absences in this class, passing the course will be virtually impossible, but again, you will be expected to take the responsibility of withdrawing yourself from this course. I wish for you to succeed in this course, but please do not expect me to cover material with you on an individual basis when you choose to be absent from class. Unfortunately, my schedule does not offer me the time to do so, and frankly, I’m a big believer that students should attend class regularly.

TCC EMAIL/BLACKBOARD: Please check regularly your TCC e-mail account. Please communicate with me using your TCC e-mail through Passport/Blackboard. Your success at TCC will be promoted by regularly checking your TCC e-mail for important announcements. Most all offices on campus and instructors at this institution utilize TCC e-mail for their out-of-class correspondence with you.

This is a ~~“WA” class -- web-assisted --~~ the class has a website using Blackboard. The site is used to post materials, assignments, and grades. You are expected to use the website as part of this

class. If you do not have access to a computer and/or the Internet off-campus, be sure to note the hours of the open-access computer labs on campus. Not all class materials will be available in the electronic format. Do not count on simply accessing the class website to obtain all that was done during class.

CLASS CONDUCT: Please respect the learning environment by avoiding unnecessary distractions. Texting, social networking, talking excessively to neighbors, listening to MP3 players, performing work for other courses, and other similar behaviors are prohibited. If you commit such a violation, the instructor will be within his right to ask you to leave the classroom and you will be marked absent and lose 20 participation points.

Please be courteous to your classmates and instructor by respecting differing points of view. You are expected to maintain a professional tone when addressing peers and your instructor. Use of profanity and/or other language deemed vulgar or offensive is grounds for the instructor to ask the offending student to leave the classroom. Professional discussion and healthy disagreement foster a thriving academic environment; let us all agree to treat each other with respect.

If asked to leave the classroom, please exit without dissent. Issues regarding the conflict will be discussed privately, during office hours. The classroom is not the proper place for this discussion. Any student who refuses to leave is subject to escort out of the room by the TCC Police Department.

All cell phones, PDA, MP3 player, and laptop computers are to be turned off before entering class. If your cell phone rings, vibrate, you answer your cell phone, if you texted on phone/PDA or are using your cell phones, PDA, MP3 players, and laptops (computer/iPads/tablets) during class, you will be asked to leave and will be marked absent. If Mr. McDermott's cell phone goes off in class each student will earn 10 points added to the final grade each time his phone goes off. FAIR IS FAIR 😊 .

ACADEMIC HONESTY: Please refer to the Student Code of Conduct section in the TCC Catalog. It is the student's responsibility to read this policy and to understand its contents.

STUDENTS WITH DISABILITIES: It is the policy of Tallahassee Community College to comply with the requirements of the Americans with Disabilities Act. If special accommodations are necessary, please refer to the college catalog.

- **ADA Provisions:** Tallahassee Community College is committed to making all programs, services, and facilities accessible to and usable by persons with disabilities in order for students to obtain maximum benefit from the educational experience and to effectively transition to our college environment. Students with disabilities who identify themselves and provide appropriate documentation are eligible for support services. To access these services, please contact the TCC Disability Support Services (DSS) Office at 850-201-8430 or visit the office on the first floor of the Student Union Building (SU 178).

- **Disabilities Act:** Any student, needing special accommodations for this course should register with the Disability Support Services (DSS) and notify the instructor immediately. After being provided appropriate documentation from DSS, the instructor will work with you to provide reasonable accommodations to ensure that you have a fair opportunity to perform in this class.

STUDENTS RESOURCES: The TCC Learning Commons is a comprehensive, integrated learning center that provides learning assistance and resources to all TCC students. The Learning Commons offers students and faculty a broad range of services, including diagnostic assessment, learning materials and electronic resources, individual conferences, one-on-one and small group tutoring, whole class support, workshops and seminars, success strategies, technology and multi-media support, and assistance developing and assessing Individual Learning Plans. Learning specialists, student success specialists and faculty collaborate to assist students in identifying and using resources to maximize learning and support student success.

Other Campus Resources: TCC Library, Foreign Language lab, Enrollment Services, TCC Career Center – see TCC website at www.tcc.fl.edu and our textbook for additional details concerning these resources.