

JEFFERSON COLLEGE

COURSE SYLLABUS

COL100

FRESHMAN SEMINAR

1 Credit Hours

Prepared by: Ms. Tamela Reaves

Date: November 2017

Dr. Terry Kite, Chair, Social Science & Business Division
Dr. Shirley Davenport, Dean, Arts & Science Education

COL100 Freshman Seminar

I. CATALOGUE DESCRIPTION

- A. Prerequisite: none
- B. 1 semester credit hour award
- C. Freshman Seminar provides students with an opportunity to build relationships, skills, and knowledge needed for success in college in the context of an area of interest. The course emphasizes application of skills and active learning. (F, S, O)

II. EXPECTED LEARNING OUTCOMES/CORRESPONDING ASSESSMENT MEASURES

Expected Learning Outcomes	Assessment Measures
Develop a support network within Jefferson College by building mentoring relationships among students, faculty, and staff	Library module Campus resource presentation Co-curricular event reaction paper Advisor meeting reaction paper Class discussion
Identify, create, and practice specific active learning techniques to develop the skills to achieve personal academic goals	Learning journal Class discussion Special topic paper or presentation
Navigate Jefferson College resources to advance personal success in college	Library module Campus resource presentation Co-curricular event reaction paper Advisor meeting reaction paper Class discussion
Synthesize information learned to create an individualized plan for achieving personal educational and career goals	Culmination project Semester planner Future Focus Plan
Employ technology skills relevant to success in college courses	Library module Blackboard discussion board introduction Assignment submissions through Blackboard

III. OUTLINE OF TOPICS

- A. College support network and Jefferson College resources
 - 1. Current students tab on Jefferson College website

2. Student tab in MyJeffco
 3. Student Handbook
 4. General Catalog
- B. Technology skills needed for college success
1. Basic word processing
 2. MyJeffco communication
 3. Blackboard course pages
 4. Library databases
- C. Active learning
1. Communication skills
 - a. Writing
 - b. Speaking
 2. Listening and note taking
 3. Reading strategies
 4. Research strategies
 5. Test preparation and test taking
 6. Critical thinking and problem solving
- D. Planning for success
1. Academic honesty and plagiarism
 2. Behaviors and attitudes necessary for college success
 3. Educational and career planning
 4. Decision making and goal setting
 5. Time management
 8. Cultural awareness and appreciation of diversity
- E. Section-specific topics (varies by section)

IV. METHODS OF INSTRUCTION

- A. Library use instruction session
- B. Discussion
- D. Small group student presentations
- E. Collaborative learning techniques
- F. Self-assessment instruments
- G. Lecture

V. REQUIRED TEXTBOOK

Varies by section according to the section topic

VI. REQUIRED MATERIAL

Jumpdrive

VII. SUPPLEMENTAL REFERENCES

Varies by section according to the section topic

VIII. METHODS OF EVALUATION

A. Class discussion

B. Small group campus resource presentation

D. Advisor meeting reflection or co-curricular event reflection

E. Library module

F. Special topic paper or presentation

G. Culmination project

H. Assignment submissions through Blackboard

IX. ADA AA STATEMENT

Any student requiring special accommodations should inform the instructor and the Coordinator of Disability Support Services (TC 101; phone 636-481-3169).

X. ACADEMIC HONESTY STATEMENT

All students are responsible for complying with campus policies as stated in the Student Handbook (see College website, <http://www.jeffco.edu>).

XI. ATTENDANCE STATEMENT

Regular and punctual attendance is expected of all students. Any one of these four options may result in the student being removed from the class and an administrative withdrawal being processed: (1) Student fails to begin class; (2) Student ceases participation for at least two consecutive weeks; (3) Student misses 15 percent or more of the coursework; and/or (4) Student misses 15 percent or more of the course as defined by the instructor. Students earn their financial aid by regularly attending and actively

participating in their coursework. If a student does not actively participate, he/she may have to return financial aid funds. Consult the College Catalog or a Student Financial Services representative for more details.

XII. OUTSIDE OF CLASS ACADEMICALLY RELATED ACTIVITIES

The U.S. Department of Education mandates that students be made aware of expectations regarding coursework to be completed outside the classroom. Students are expected to spend substantial time outside of class meetings engaging in academically related activities such as reading, studying, and completing assignments. Specifically, time spent on academically related activities outside of class combined with time spent in class meetings is expected to be a minimum of 37.5 hours over the duration of the term for each credit hour.