CSS0011

College Success

Fall 2018

Class Time and Location: Monday 8:30 – 9:15 AM
Maddox Room 156
Instructor Name: Brenda Miner

Office Location: Johnson Learning Commons Room 214
Office Hours: Monday-Thursday 7:00 -3:30 and Friday 7:00 – 1:30
I can meet outside my regular office hours. Please contact me to schedule an appointment if needed.
Office Phone: 479-394-7622, ext. 1370
Email:bminer@uarichmountain.edu

Prerequisite: There are no prerequisites for this course.
Resources: You will need a flashdrive for this course.

Course Description: This course is designed to help you achieve success as you begin your college career. It is a short eight-week course covering technology, financial literacy, and academic planning. Success strategies will include goal setting, study skills, and time management.

Program Outcomes: While this course is not tied to a specific program, completing the course will provide you with valuable skills in using the online learning platform and strategies for becoming a successful student.

Rationale: Students may have a difficult time learning to complete tasks and study at a college level. This course will help you with those skills.

Course Objectives: Upon successful completion of college success, the student should be able to do the following:

1. Use a flashdrive, upload documents, send/receive email, and use the student portal and Moodle online learning platform.
2. Have written goals and direction for completing the semester and designated degree.
3. Become knowledgeable about college and community resources.
4. Recognize strategies and utilize that enhance student success.
5. Participate in an online learning forum.
6. Complete a plan outlining career choice, degree completion and transfer information.
7. Identify key elements of Federal Mandates
8. Gain an understanding of Financial Aid process and requirements.
9. Comprehend elements of Financial Literacy

Topical Outline/Course Schedule:

Week One: Technology
Week Two: Financial Aid
Week Three: College & Community Resources
Week Four: Federal Mandates
Week Five: Success Strategies
Week Six: Financial Literacy
Week Seven: Degree requirements
Week Eight: Final/End of Course info

Course Conduct: You are expected to attend class and fully participate. You will receive an attendance and participation grade. Information will be presented both by the instructor and in an online format. You are expected to submit assignments online. While this course only lasts for eight weeks, the skills you learn will help you throughout your college career. Ask questions to ensure your understanding of the material. We are here to help you learn, take advantage of it!!

UA Rich Mountain Credit Hour Calculator: For every course credit hour, you should expect to spend at least three clock hours per week of concentrated attention on course-related work, including but not limited to time attending class, as well as out-of-class time spent reading, reviewing, organizing notes, preparing for upcoming quizzes/exams, problem solving, developing and completing homework, and other activities that enhance learning. For a one-hour course, a typical student should expect to spend at least three hours per week dedicated to the course. This includes the time spent in class.

Course Requirements/Evaluation:
You will be graded on your attendance, completion of tasks, and the quality of your work. All assignments need to be completed on time. If you fall behind, it is difficult to get back on track. Grades will be assigned based on the following scale.

Grading scale:

A = 90-100%
B = 80-89
C = 70-79
D = 60-69
F = 59 and below

Class Procedures/Student Requirements: You are expected to attend class and complete assignments on time. All work is submitted in an online format to help you gain skills in using Moodle. Unexcused absences will lead to an F.

Academic Dishonesty: You are expected to complete all your own work. Having other people complete your work or completing another students will result in an F for the course.

Disability Policy: It is the policy of UA Rich Mountain to accommodate students with disabilities, pursuant to state and federal law. Any student with a disability who needs accommodations should contact the Vice Chancellor for Student Affairs Office, 394-7622 ext.1460.

Arkansas Clean Air Act: In compliance with the Arkansas Clean Air Act, UA Rich Mountain is a smoke and tobacco free facility. Students and guests are to refrain from the use of all tobacco products while on campus.

Student Misconduct: Students committing misconduct are subject to disciplinary sanction(s) and or restrictions. Misconduct or prohibited behavior includes, but is not limited to endangerment, harassment, disruption, sexual misconduct, dishonesty, illegal drugs and/or alcohol, fire or safety issues, gambling, property violations, computer violations or other violations as listed in detail in the UA Rich Mountain catalog.

UA Rich Mountain Crime Statistics: Crime stats and information are located under Health and Safety at: http://www.uarichmountain.edu/at-a-glance/disclosures.

UA Rich Mountain Mission: UA Rich Mountain exists to provide all residents of the Ouachita Mountain Region with exemplary educational and enrichment opportunities to improve the quality of life and standard of living.

Do not use cell phones during class. Food and drinks are prohibited in the computer lab areas, including Classroom 158.