



IMPERIAL COMMUNITY COLLEGE DISTRICT
 IMPERIAL VALLEY COLLEGE
 COURSE OUTLINE-OF-RECORD

DIVISION: Student Services

DATE: January 19, 2012

COURSE TITLE: College Success Skills

COURSE NO.: COUN 120

UNITS: 3

LEC HRS. 54.00

LAB HRS. 0

If cross-referenced, please complete the following

COURSE NO.(s)

COURSE TITLE

I. COURSE/CATALOG DESCRIPTION:

This course is designed to assist students in learning how to reach their educational and life planning goals. Topics covered will include orientation to Imperial Valley College, study skills and personal adjustments to college life. Strategies covered will include skills such as creative goal setting, note-taking, listening, time-management, learning styles, test taking, library and financial resources and educational program planning. Course is recommended for new and continuing students. (CSU, UC)

II. A. PREREQUISITES, if any:

B. COREQUISITES, if any:

C. RECOMMENDED PREPARATION, if any:

III. GRADING CRITERIA:

Letter Grade Only

IV. STUDENT LEARNING OUTCOMES:

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Identify ten campus resources and be able to explain what resources they find are important for their personal college success.(ILO1,ILO3,ILO4)
2. Identify three study tips and three ways to take notes and state how improving these techniques are important for student college success.(ILO2,ILO3,ILO4)
3. Identify what is their short term/long term academic goal(s).ILO1,ILO2,ILO3)

V. MEASURABLE COURSE OBJECTIVES AND MINIMUM STANDARDS FOR GRADE OF "C":

Upon satisfactory completion of the course, students will be able to:

1. Distinguish and Identify campus student support services on campus
2. Construct a personal timeline utilizing course information about important college dates and deadlines used for class assignments, personal priorities and to assist with development of educational plan.
3. Identify and utilize programs, services and resources, both on campus and in the community, that meet the individual student needs.
4. Identify and utilize academic skills such as test taking, note-taking, textbook reading techniques, time-management learning styles for the purpose of maximizing their learning in college courses.
5. Identify and utilize programs, services and resources, both on campus and in the community, that meet the individual student needs.
6. With presentation from librarian, define & utilize effective library research strategies by locating informational sources

in campus library and World Wide Web and translate skills to formalize class projects.

7. Identify and demonstrate orally and in writing effective communication skills to enhance positive interpersonal relationships.

8. Analyze the value of nutrition, physical and mental fitness, and how these relate to their personal success.

VI. CORE CONTENT TO BE COVERED IN ALL SECTIONS:

CORE CONTENT	APPROX. % OF COURSE
1. Orientation to Imperial Valley College A. Campus Resources (academic, financial aid, health, counseling) B. Timeline/Important Dates & Deadlines C Online resources D. Student Educational Plan	15.00%
2. Study Skills A. Setting Short/Long Term Goals B. Study Habits C. Note-taking D. In Class- Active Listening E. Test Taking Strategies F. Learning Styles	20.00%
3. Tips for use of Library/Internet Resources A. Library Resources (e.g. collections, journals, internet, etc...) B. Online Resources through Spencer Library C Organization of class projects	10.00%
4 Interpersonal Relationships A. The Communication Loop B. Understanding Conflict Resolution C. Connections with Personal and Academic Relationships	15.00%
5. Financial Resources/Money Management & Fiscal Responsibility A. Student Assistance Programs B. Understanding: Student loans/credit cards & interest C. Money Management	10.00%
6. Tips for Ideal Health A. Value of Nutrition B. Value of Physical Health C. Value of Mental Health 1. Coping with anxiety 2. Coping with stress	10.00%
7. Student Educational Plan A. Evaluate first draft B. Meet with Counselor C. Requirements for AA1AS, Certificate, or Transfer	10.00%

D. Adjust SEP according to academic goals	
8. Diversity and Culture A. Evaluate one's own personal culture B. The reality and Value of Diversity	10.00%
TOTAL	100%

VII. METHOD OF EVALUATION TO DETERMINE IF OBJECTIVES HAVE BEEN MET BY STUDENTS:

Class Activity

Essay

Mid-Term/Final Exam(s)

Oral Assignments

Problem Solving Exercise

Quizzes

Skill Demonstration

Written Assignments

VIII. INSTRUCTIONAL METHODOLOGY:

Demonstration

Discussion

Group Activity

Individual Assistance

Lecture

Other, please identify

Audio Visual

Computer Assisted Instruction

On-Line Assessments

Two (2) hours of independent work done out of class per each hour of lecture or class work, or 3 hours lab, practicum, or the equivalent per unit is expected.

IX. ASSIGNMENTS:

Out-of-class:

In groups of 4-5 students will have a Scavenger Hunt assignment and locate ten campus resources available at IVC. Students will individually read Chapter 5, pages 45-58 and complete pages 49 & 58, which deal with note taking tips and formats, and try to apply them in their other classes to try out the best technique suited for their own note-taking style. Students will read chapter 6, pages 61-74 and complete page 74 and reflect on their previous test-taking strategies. Students will read chapters 1-3, pages 6-13, chapter 10, pages 116-125, complete pages 9,12, 20-21. Students will set up an appointment with counselor at IVC to discuss academic goals available at IVC and will choose a Student Educational Plan based on Setting Goals (short or long). Will submit Degreeworks Planner (SEP).

Reading and Writing:

Students will gather information for all 10 campus resources and do a presentation on one campus resource to the entire class without knowing which one their team will select based on picking randomly among 10 groups. Students will write a Reflective Paper regarding what campus resources are most important for their personal college success. Instructor will provide online article from the Wall Street Journal: "The Best Way To Study". Students will read in groups and discuss other tips and ideas on studying for different types of tests. Students will write a Journal Reflection on what they have chosen for their Academic Short and/or Long Term Goals and describe their purpose for this goal.

X. TEXTBOOK(S) AND SUPPLEMENT(S):

Doug Toft (2012). *BAMS: The Essential Guide to Becoming a Master Student (2nd/e)*. Wadsworth Cengage Learning. ISBN: 9780495913719

Staley, Constance (2012). *Focus on Community College Success (2nd/e)*. -Wadsworth Cengage Learning. ISBN: 9780495916888

Online resources in topics as needed.