Course Change Request

Date Submitted: 12/20/17 5:17 pm

Viewing: ASCC STLC-289 : Special Topics in...

Formerly Known As: STLC 289

Last edit: 12/22/17 9:49 am

Changes proposed by: bari

Faculty Senate Number

Contact(s)

<table>
<thead>
<tr>
<th>Name</th>
<th>E-mail</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bari Brookins</td>
<td><a href="mailto:bari@tamu.edu">bari@tamu.edu</a></td>
<td>979-458-0693</td>
</tr>
</tbody>
</table>

Rationale for Course

Other

The proposed changes are part of a routine curriculum review.

Explain other rationale

The proposed changes are to align the existing course prefix (STLC) with the new departmental code (ASCC).

Course prefix: ASCC STLC

Course number: 289

Department: TASP/TSI Administration

College/School: Center for Acad Enhancement

Academic Level: Undergraduate

Undergraduate course level justification (Select One)

Academic Level: Graduate

Effective term: 2018-2019

Complete Course Title

Special Topics in...

Abbreviated Course Title

SPECIAL TOPICS IN

Catalog course description

Selected topics in academic development and improvement.

Prerequisites and Restrictions

Approval of coordinator.

Concurrent Enrollment

No

Should catalog prerequisites / concurrent enrollment be enforced?

No

Crosslistings

No

Crosslisted With

No

Stacked

No

Stacked with

Semester: 0-3  4

Contact Hour(s): Lecture: 0-3  4

Lab: 0  4

Other: 0

Total: 0-3  8

Repeatable for credit? Yes

https://nextcatalog.tamu.edu/courseleaf/approve/
Course Syllabus

Syllabus: Upload syllabus
Upload syllabus: ASCC 289.docx

Letters of support or other documentation: No
Additional information

Reviewer Comments

Sandra Williams (sandra-williams) (12/01/17 12:41 pm): Rollback: As requested.

Sandra Williams (sandra-williams) (12/20/17 2:31 pm): Rollback: Updates needed: The Semester Credit Hour field shows 0-3, however, the Lecture field shows 1-3. These should be the same in both places. The syllabus still shows "STLC" listed but it should have the new prefix "ASCC." Syllabus missing Course Outcomes, missing link to Student Rule 7, shows old Aggie Honor Code website link and shows old ADA statement (Cain Hall).

Joel McGee (jmcgee) (12/20/17 4:32 pm): Rollback: Make needed changes.

Sandra Williams (sandra-williams) (12/22/17 9:49 am): Update received.

Jon Jasperson (jon.jasperson) (01/27/18 6:29 pm): The schedule should have 14 weeks of content.

Sandra Williams (sandra-williams) (02/05/18 2:02 pm): UCC approved February 2018.

Reported to state?

Change
ASCC 289: Special Topics in Gateways to Success
Summer 201X

Instructor: Bari Brookins
Office: Rudder, 1015
E-Mail: bari@tamu.edu
Phone: 979-458-0693

Office Hours: Before and after class
Or by appointment

Course Description:

ASCC 289 is a study of effective learning strategies and introduction to campus resources designed for students participating in the Gateway program.

Learning Outcomes:

By the end of the course, the student will be able to:

- Recognize the demands of the college environment in relation to the need for effective time management strategies.
- Have an increased student’s ability to use effective methods of textbook reading.
- Demonstrate lecture note-taking skills.
- Understand how to evaluate their knowledge and use effective test preparation strategies.

Course Topics:

Course topics include, but are not limited to:

- Goal Setting
- Time Management
- Test Preparation Strategies/Test Taking
- Concentration/Memory
- Lecture Note Taking
- Textbook Reading and Study
- Self-regulation of learning
- Campus resources
COURSE POLICIES:

Grading Policy:

Your success in life is greatly dependent upon your efforts, and so it is in this class. No grades at Texas A&M University are automatic; you will have to work for them. Your grade will be computed from the basic components of the course.

The weight of the assignments is distributed as follows:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam</td>
<td>100</td>
</tr>
<tr>
<td>Portfolio</td>
<td>60</td>
</tr>
<tr>
<td>Coaching Visit</td>
<td>20</td>
</tr>
<tr>
<td>Class Participation</td>
<td>20</td>
</tr>
<tr>
<td><strong>Total:</strong></td>
<td><strong>200</strong></td>
</tr>
</tbody>
</table>

The grading scale is as follows:

- 180 – 200 pts. A
- 160 – 179.9 pts. B
- 140 – 159.9 pts. C
- 120 – 139.9 pts. D
- ≤119.9 pts. F

Graded Activities

**Exam:** There will be one exam (100 points) that will cover material from lecture, handouts, class discussions, videos, and readings posted on eCampus.

**Note:** if you have an unexcused absence on a day of the exam, you will earn a 0 on the exam. No electronic devices may be on your person during the exam.

**Portfolio:** You will be completing several different elements (calendar, study plan, graphic organizers, and reflections, to name a few) that will make up your portfolio. Detailed instructions for these projects will be given in class and posted on eCampus as we cover the applicable topic.

Grading Rubric: The portfolio is worth 60 points:

- On the day when the element is due (days 3-9; see schedule for due dates), the element point break down:
  - Complete = 6 points
  - Incomplete = 3 points
  - Missing/unexcused absence = 0 points
Complete Portfolio (due day 9):

- 18 points = entire portfolio is complete and in correct order
- 12 points = entire portfolio is complete but out of order
- 6 points = portfolio has incomplete elements/missing one or more elements
- 0 points = portfolio was not submitted/unexcused absence

Note: if you have an unexcused absence on a day when the portfolio and/or an element are due, 0 points are earned. You are encouraged to complete all elements as they are graded as part of the complete portfolio grade.

Coaching Visit: You will meet with an academic coach for a one-on-one session during this class. The purpose of the session is to discuss your current progress and transition.

The coaching visit is worth 20 points. You earn a 0 if you do not complete a coaching visit.

Note: If you miss your initial appointment with your coach, you earn 10 points at your rescheduled appointment, unless your academic coach determines that an extenuating circumstance existed. Failure to complete a coaching visit will result in a 0.

Class Participation: One of the special privileges of being a college student is that you are now considered an adult and expected to act as one – especially in the college classroom. You are expected to be seated with the necessary supplies (paper and something to write with) and ready to go when class begins.

Participation is worth 20 points. There are 10 class sessions and each is worth 2 points.

Note: If you are late to class/or leave early, you earn 1 point for that day (unless you have a university excused absence). If you miss class due to an unexcused absence, you earn 0 points for each day.

Attendance

Attendance in class is fundamental to your academic success in any course. Attendance is required with the exception of University excused absences as defined in the current issue of the Texas A&M Student Rules (see Student Rule 7 for details: http://student-rules.tamu.edu/rule07). Unless you have a University excused absence, all work is due on the assigned dates. If you have an excused absence, it is your responsibility to determine and complete the work you missed. It is also your
responsibility to provide the required documentation within the timetables listed in the Student Rules. It is your responsibility, as well, to get class notes for missed classes from one of your classmates. Students who miss class due to an unexcused absence will not have the opportunity to make up missed work.

In accordance with Student Rule 7.1.6.2, documentation for an absence will require confirmation by a health care professional. This confirmation must be in writing from a visit to a health care professional affirming the date and time of the visit and the medical professional’s confirmation that the student is too ill or contagious to attend class. The self-report form, Texas A&M University Explanatory Statement for Absence from Class, will not be accepted for this class.

Aggie Integrity

“An Aggie does not lie, cheat or steal or tolerate those who do.”

Information about the Aggie Honor Code can be found at: http://www.aggiehonor.tamu.edu

Laptop Computers OR other electronic devices

The use of laptop computers or other electronic devices is not allowed in the classroom unless you have permission from the instructor. Please be sure that all cell phones are put on “silent” and stored away.

No electronic devices may be on your person during the exam.

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation for their disabilities. If you believe you have a disability requiring an accommodation, please contact Disability Services currently located in the Disability Services building at the Student Services at White Creek Complex on West Campus or call 845-1637. For additional information visit http://disability.tamu.edu.

FINAL WORDS

I am excited to have each and every one of you as a student this summer. If you feel that you are overwhelmed and just need someone to talk to, know that my door is open. No concern is too small or too petty. If it bothers you, it matters. If you just want to drop by and see a friendly face, that’s fine, too. You are always welcome!!!
### Course Schedule

**Summer 201X**

<table>
<thead>
<tr>
<th>Class Session:</th>
<th>Topic</th>
<th>Activity</th>
<th>Portfolio Element</th>
</tr>
</thead>
<tbody>
<tr>
<td>Session 1</td>
<td>Welcome/Introduction to the Research University</td>
<td>Building a Calendar</td>
<td></td>
</tr>
<tr>
<td>Session 2</td>
<td>Behavior Management</td>
<td>Study Calendar &amp; Matrix (Bring all syllabi)</td>
<td></td>
</tr>
<tr>
<td>Session 3</td>
<td>Memory/Information Processing</td>
<td>Tool Creation Exercise</td>
<td>Study Calendar &amp; Matrix</td>
</tr>
<tr>
<td>Session 4</td>
<td>Note-taking/Textbook Reading</td>
<td>Note-taking/Textbook Reading Artifact</td>
<td>Tool Creation Exercise</td>
</tr>
<tr>
<td>Session 5</td>
<td>Exam Preparation Strategies</td>
<td>Study Plan</td>
<td>Note-taking/Textbook Reading Artifact</td>
</tr>
<tr>
<td>Session 6</td>
<td>Money Wise</td>
<td>Money Wise Exercise (extra credit)</td>
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<tr>
<td>Session 7</td>
<td>Information Literacy</td>
<td>Evans Library</td>
<td></td>
</tr>
<tr>
<td>Session 8</td>
<td>Ethics</td>
<td>Portfolio</td>
<td>Study Plan, Money Wise exercise</td>
</tr>
<tr>
<td>Session 9</td>
<td>Look Ahead to Fall</td>
<td>Portfolio Evaluation</td>
<td>Portfolio, Spaces &amp; Places, Legacy Letter</td>
</tr>
<tr>
<td>Session 10</td>
<td></td>
<td>Exam</td>
<td></td>
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</tbody>
</table>