



Name: Hilda A Pettit

Submission Date: 10/15/2014



Organization: Vacca Office of Student Services

Course Catalog Update

<< Go back to Course Catalog Update form

Print

Course Catalog Update Information:

STU0004

Reference Number: CCU007588

Date: 08-SEP-14

Level: 2.00 of 2.00

Currently On The Worklist Of: Joanne Arhar, jarhar

Owner: Office of Curriculum Services, 330-672-8558 or 330-672-8559, curriculum@kent.edu

Basic Course Data		
Change type: Establish		
Faculty member submitting this proposal: Yvonne Michali		
Requested Effective Term: 201580		
Campus: Kent		
College: EH-Education, Health and Human Services		
Department: LDES-Lifespan Development and Educational Sciences		
Course Subject: CCS-Career and Community Studies		
Course Number: 00210		
Course Title: Academic Success I		
Title Abbreviation: Academic Success I		
Slash Course and Cross-list Information:		
Credit Hours		
Minimum Credit/Maximum Credit: 4 to 4		
Contact Hours: Lecture - Minimum Hours/Maximum Hours: 1 to 1		
Contact Hours: Lab - Minimum Hours/Maximum Hours: 9 to 9		
Contact Hours: Other - Minimum Hours/Maximum Hours:		
Attributes		
Is this course part of the LER, WIC or Diversity requirements: No		
If yes, course attributes: 1. 2. 3.		
Can this course be repeated for credit: No Repeat	Course Limit:	OR Maximum Hours:
Course Level: Undergraduate	Grade Rule: B-Standard letter	
Rationale for an IP grade request for this course (if applicable):		
Schedule Type(s): 1. LLB-Combined Lecture and Laboratory 2. 3.		
Credit by Exam: N-Credit by exam-not approved		
Prerequisites & Descriptions		
Current Prerequisite/Corequisite/Catalog Description:		
Catalog Description (edited): This introductory course is designed to teach many different literacy (e.g. reading, writing, speaking, and technology) skills that college students must develop in order to have academic and social success. The student will practice to communicate effectively through speaking and writing, and will complete coursework assignments in a laboratory setting using accurate grammar, capitalization, and punctuation.		
Prerequisites (edited): Career and Community Studies (CCS) Major		
Corequisites (edited): None		
Registration is by special approval only: No		
Content Information		
Content Outline:		
Content Hours per Course Topic	Topic Description	
8	Academic Performance: organizational strategies; advocating assistance; reference tools; problem-solving; improve study habits; prioritizing.	
7	Classroom Behavior: natural supports; classroom expectations; communication and interpersonal skills; self-awareness	

	and self-monitoring progress; work cooperatively with others; natural consequences.
135	Lab: learning strategies, note-taking; technology to communicate information and ideas, complete assignments; writing skills.
Display/Hide Delimited Course Outline	
Total Contact Hours: 150	
Textbook(s) used in this course: There is no required textbook.	
Writing Expectations: Students will complete various written assignments using appropriate forms, conventions, and styles to communicate ideas and information with attention given to professionalism.	
Instructor(s) expected to teach: It is expected that there will be one CCS instructor who will teach the various topics, and who will facilitate the learning experience.	
Instructor(s) contributing to content: Cynthia Kenyon	
Proposal Summary	
Explain the purpose for this proposal:	
<p>The purpose of this proposal is to establish a new course. The purpose of this course is to develop good study habits which is a process one must learn. It is a process where one learns to take responsibility for their actions and to understand that actions today will determine what will happen tomorrow and in the near future. The student must decide their priorities and how to use their time and resources wisely. In addition to developing good habits, one must improve upon the skills necessary for student success. Skills make one better at studying; effective habits make one better for studying. Learning Outcomes: 1. The student will become familiar with specific organizational strategies. 2. The student will increase awareness of and advocate for help on course assignments. 3. The student will increase usage of reference tools (e.g. computers, books) to solve problems. 4. The student will make sense of materials read. 5. The student will improve study habits and learn to prioritize. 6. The student will identify natural supports in their environments and how to advocate for assistance. 7. The student will learn classroom expectations. 8. The student will use various methods to evaluate progress in order to increase self-awareness and self-monitoring skills. 9. The student will increase awareness and understanding of the relationship between people and different environments. 10. The student will interact effectively and work cooperatively with diverse groups to increase personal-social skills. 11. The student will understand natural consequences when one does not complete work in a timely manner or when interacting inappropriately with others. 12. The student will demonstrate various learning strategies. 13. The student will learn note-taking methods. 14. The student will use computers and technology to collect, organize, communicate information and ideas, and to manage daily schedules. 15. The student will use computers and other forms of technology to complete assignments. 16. The student will practice writing skills using appropriate forms, grammar, and punctuation. In Class Activities: 1. Learning ways to organize materials and schedules. 2. Practicing advocacy skills. 3. Increasing self-awareness and applying self-knowledge to managing and prioritizing assignments and responsibilities through various activities. 4. Identifying and performing appropriate study habits such as completing note-taking activities and outlining reading materials. 5. Practicing MicroSoft Applications (e.g. Word, Power Point) in order to convey understanding of learned materials. 6. Role playing situations in order to practice effective and appropriate communication skills when interacting with others in various environments. 7. Identifying and anticipating possible consequences of decisions made. 8. Watching videos that demonstrate appropriate and inappropriate behaviors and discussing possible alternative solutions. Out Of Class Activities: This course will have various assignments to be completed outside of the classroom. These assignments include: readings, written work, and hands-on activities pertaining to the weekly topics which are to be practiced before the next class meeting.</p>	
Explain how this proposal affects program requirements and students in your unit:	
This course will be offered to approximately 12 students. This course is a Career and Community Studies (CCS) program requirement with credit hour(s) incorporated into total requisite credits for graduating from this program of study	
Explain how this proposal affects courses, program requirements and student in other units:	
There will be no negative conflicts with other courses or students in other units. However, there are opportunities for students in other units to participate in the CCS program and courses offerings as either a volunteer academic mentor or tutor, or to complete service learning, experiential learning, field experience, practicum, or Internship credit that may satisfy requirements in their program of study.	
Explain how this proposal affects enrollment and staffing:	
There will be approximately 12 students enrolled in this course requiring one faculty.	
Units consulted (other departments, programs or campuses affected by the proposal):	
Deans and Directors of colleges and schools were consulted and endorsement has been granted.	

Comments (500 Character Maximum):

NOTE: Please do not use the following restricted characters: (~ * / \ --)

Comments:

Date	User	Comment
10/14/2014	Yvonne Ellen Michali	No comments available.

History:

Date	User	Status
10/14/2014	Mary M. Dellmann-Jenkins	Approved
10/14/2014	Yvonne Ellen Michali	Submitted



Name: Hilda A Pettit

Submission Date: 10/15/2014



Organization: Vacca Office of Student Services

Course Catalog Update

<< Go back to Course Catalog Update form

Print
STU0004

Course Catalog Update Information:

Reference Number: CCU007589

Date: 08-SEP-14

Level: 2.00 of 2.00

Currently On The Worklist Of: Joanne Arhar, jarhar

Owner: Office of Curriculum Services, 330-672-8558 or 330-672-8559, curriculum@kent.edu

Basic Course Data		
Change type: Establish		
Faculty member submitting this proposal: Yvonne Michall		
Requested Effective Term: 201580		
Campus: Kent		
College: EH-Education, Health and Human Services		
Department: LDES-Lifespan Development and Educational Sciences		
Course Subject: CCS-Career and Community Studies		
Course Number: 00310		
Course Title: Academic Success II		
Title Abbreviation: Academic Success II		
Slash Course and Cross-list Information:		
Credit Hours		
Minimum Credit/Maximum Credit: 4 to 4		
Contact Hours: Lecture - Minimum Hours/Maximum Hours: 1 to 1		
Contact Hours: Lab - Minimum Hours/Maximum Hours: 9 to 9		
Contact Hours: Other - Minimum Hours/Maximum Hours:		
Attributes		
Is this course part of the LER, WIC or Diversity requirements: No		
If yes, course attributes: 1. 2. 3.		
Can this course be repeated for credit: No Repeat	Course Limit:	OR Maximum Hours:
Course Level: Undergraduate	Grade Rule: B-Standard letter	
Rationale for an IP grade request for this course (if applicable):		
Schedule Type(s): 1. LLB-Combined Lecture and Laboratory 2. 3.		
Credit by Exam: N-Credit by exam-not approved		
Prerequisites & Descriptions		
Current Prerequisite/Corequisite/Catalog Description:		
Catalog Description (edited): This course supports the student as they advance skills in learning strategies and study skills, and as they apply them in coursework that prepares for a specific career interest. The student practices effective communicate through reading, writing, and speaking while completing coursework assignments using accurate grammar, capitalization, and punctuation.		
Prerequisites (edited): Career and Community Studies (CCS) Major		
Corequisites (edited): None		
Registration is by special approval only: No		
Content Information		
Content Outline:		
Content Hours per Course Topic	Topic Description	
8	Academic Performance: specific organizational strategies; identify areas of need; "three before me" for advocating for help; enhance usage of reference tools; make sense of materials read, improve study habits.	
	Classroom Behavior: natural supports in various environments; changing classroom	

7	expectations; appropriate communication and interpersonal skills; relationship between people and different environments; natural consequences.
135	Lab: learning strategies across subjects; computers and technology to collect, organize, communicate information and ideas; manage more challenging daily schedules.
Display/Hide Delimited Course Outline	
Total Contact Hours: 150	
Textbook(s) used in this course: There is no required textbook.	
Writing Expectations: Students will complete various written assignments using appropriate forms, conventions, and styles to communicate ideas and information with attention given to professionalism.	
Instructor(s) expected to teach: It is expected that there will be one CCS instructor who will teach the various topics, and who will facilitate the learning experience.	
Instructor(s) contributing to content: Cynthia Kenyon	
Proposal Summary	
Explain the purpose for this proposal:	
<p>The purpose of this proposal is to establish a new course. The purpose of this course is to advance and strengthen good study habits which is a process one must learn. It is a process where one learns to take responsibility for their actions and to understand that actions today will determine what will happen tomorrow and in the near future. The student must decide their priorities and how to use their time and resources wisely. In addition to developing good habits, one must improve upon the skills necessary for student success. Skills make one better at studying; effective habits make one better for studying. Learning Outcomes: 1. The student will become use specific organizational strategies. 2. The student will demonstrate problem-solving skills by trying three strategies before advocating for help on course assignments. 3. The student will increase usage of reference tools (e.g. computers, books) to solve problems. 4. The student will make sense of materials read. 5. The student will improve study habits and learn to prioritize. 6. The student will identify natural supports in their environments and how to advocate for assistance. 7. The student will learn classroom expectations. 8. The student will use various methods to evaluate progress in order to increase self-awareness and self-monitoring skills. 9. The student will increase awareness and understanding of the relationship between people and different environments. 10. The student will interact effectively and work cooperatively with diverse groups to increase personal-social skills. 11. The student will understand natural consequences when one does not complete work in a timely manner or when interacting inappropriately with others. 12. The student will demonstrate various learning strategies. 13. The student will learn note-taking methods. 14. The student will use computers and technology to collect, organize, communicate information and ideas, and to manage daily schedules. 15. The student will use computers and other forms of technology to complete assignments. 16. The student will practice writing skills using appropriate forms, grammar, and punctuation. In Class Activities: 1. Learning ways to organize materials and schedules. 2. Practicing advocacy skills. 3. Increasing self-awareness and applying self-knowledge to managing and prioritizing assignments and responsibilities through various activities. 4. Identifying and performing appropriate study habits such as completing note-taking activities and outlining reading materials. 5. Practicing MicroSoft Applications (e.g. Work, Power Point) in order to convey understanding of learned materials. 6. Role playing situations in order to practice effective and appropriate communication skills when interacting with others in various environments. 7. Identifying and anticipating possible consequences of decisions made. 8. Watching videos that demonstrate appropriate and inappropriate behaviors and discussing possible alternative solutions. Out Of Class Activities: This course will have various assignments to be completed outside of the classroom. These assignments include: readings, written work, and hands-on activities pertaining to the weekly topics which are to be practiced before the next class meeting.</p>	
Explain how this proposal affects program requirements and students in your unit:	
This course will be offered to approximately 12 students. This course is a Career and Community Studies (CCS) program requirement with credit hour(s) incorporated into total requisite credits for graduating from this program of study.	
Explain how this proposal affects courses, program requirements and student in other units:	
There will be no negative conflicts with other courses or students in other units. However, there are opportunities for students in other units to participate in the CCS program and courses offerings as either a volunteer academic mentor or tutor, or to complete service learning, experiential learning, field experience, practicum, or internship credit that may satisfy requirements in their program of study.	
Explain how this proposal affects enrollment and staffing:	
There will be approximately 12 students enrolled in this course requiring one faculty.	
Units consulted (other departments, programs or campuses affected by the proposal):	
Deans and Directors of colleges and schools were consulted and endorsement has been granted.	

Comments (500 Character Maximum):

NOTE: Please do not use the following restricted characters: (~ * / \ --)

Comments:

Date	User	Comment
10/14/2014	Yvonne Ellen Michali	No comments available.

History:

Date	User	Status
10/14/2014	Mary M. Dellmann-Jenkins	Approved
10/14/2014	Yvonne Ellen Michali	Submitted