Interdisciplinary Studies: Introduction to College

03
MW: 10:00-11:15, CRN 63169
Na`auao 104

INSTRUCTOR: Ellen Ishida-Babineau
OFFICE: Manaleo 115
OFFICE HOURS: W, 1:00-2:00 pm; TTH, 10:00-11:00 am or by appointment
TELEPHONE: 235-7222, Voice Mail
ellenib@hawaii.edu
EFFECTIVE DATE: Fall 2016

WINDWARD COMMUNITY COLLEGE MISSION STATEMENT

Windward Community College offers innovative programs in the arts and sciences and opportunities to gain knowledge and understanding of Hawai‘i and its unique heritage. With a special commitment to support the access and educational needs of Native Hawaiians, we provide O‘ahu’s Ko‘olau region and beyond with liberal arts, career and lifelong learning in a supportive and challenging environment — inspiring students to excellence.

CATALOG DESCRIPTION

This course offers strategies for success in college and life-long learning. It emphasizes understanding yourself, setting and attaining goals, critical thinking, effective communication, relationship building, study habits and skills, time management, college resources, and setting your foundation to succeed. Students will participate in and lead classroom learning through discussions, readings, writing assignments, group activities, and hands-on experiences.

Prerequisite: None

Activities Required at Scheduled Times Other Than Class Times

Three library resource units (LRU) must be completed successfully with scores of 10 out of 15. A mid-term conference, at least one research paper conference and a final conference are required. In addition, some testing may occur outside the class period.

STUDENT LEARNING OUTCOMES

Upon completion of the course, the student will be able to:
1. Identify personal characteristics (e.g., learning styles, strengths and weaknesses, habits of mind) and analyze how these impact decision-making and success.
2. Consider those factors, which impact student relationships with others and articulate strategies and skills to encourage strong relationship building.
3. Identify college policies and resources related to students.
4. Practice learning strategies (e.g., note-taking, time management, test-taking) to increase
success in college coursework

**DISABILITIES ACCOMMODATION STATEMENT**
If you have a physical, sensory, health, cognitive, or mental health disability that could limit your ability to fully participate in this class, you are encouraged to contact the Disability Specialist Counselor to discuss reasonable accommodations that will help you succeed in this class. Ann Lemke can be reached at 235-7448, lemke@hawaii.edu, or you may stop by Hale ‘Akoakoa 213 for more information.

**COURSE CONTENT**

<table>
<thead>
<tr>
<th>Concepts or Topics</th>
<th>Skills or Competencies</th>
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<tbody>
<tr>
<td>• Active vs. passive learning</td>
<td>1. Identify his or her learning style(s) or preferences and apply appropriate strategies to learning.</td>
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<tr>
<td>• Learning styles</td>
<td>2. Explain the memory process.</td>
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<tr>
<td>• Self-reflection</td>
<td>3. Recognize the twelve memory principles and how they relate to the memory process and to learning and remembering information.</td>
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<tr>
<td>• Memory process and Strategies</td>
<td>4. Explain and use goal-setting techniques and decision-making strategies for personal goals.</td>
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<tr>
<td>• Goal setting</td>
<td>5. Create and use a study schedule which applies various time management principles,</td>
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<tr>
<td>• Time management</td>
<td>6. Apply textbook strategies, such as highlighting, annotating, and using one or more reading-study systems.</td>
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<tr>
<td>• Effective textbook strategies and systems</td>
<td>7. Apply listening principles and notetaking strategies for lectures and reading material.</td>
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<tr>
<td>• Effective notetaking techniques and systems</td>
<td>8. Recognize the various forms of test items and use appropriate test taking strategies for each type.</td>
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<tr>
<td>• Types of exam questions: objective and subjective</td>
<td>9. Create an annotated bibliography and References page using the APA style for the Real World Challenge (each member is required to contribute at least 2 resources.</td>
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<tr>
<td>• Preparing for exams</td>
<td>10. Write a short reflective essay based on Master Profile results.</td>
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<td>• Test taking strategies</td>
<td></td>
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<td>• Academic integrity</td>
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COURSE TASKS

The course work will include large and small group work and individual learning activities. Many of the activities will be related to material covered in PYS 100. Participation in class discussions and completion of individual activities will be expected in this course.

1. Keep two folders for this course.
   - One 3-ring binder (2 inches) will be a class notebook of all class notes and handouts for final grading.
     The notebook (3-ring binder) should be divided into the following sections:
     In front: Monthly planner
     Section 1: All class notes, homework, and handouts (date everything)
     Insert most current material in front of section. Homework will include:
     Assigned Chapter Review questions, assigned Chapter Exercises, Check Points
     Section 2: Class Preview/Reviews
     Section 3: Quizzes and tests
     Section 4: Annotated bibliography and Reference material

     The folder will be collected on the last day of instruction.

   - The second binder (1/2 inch) will be your Personal Portfolio.
     This portfolio will include your Master Profile Chart and Reflection Writings 1, 2, 3 for all assigned chapters in text. Portfolios will be collected throughout the semester and graded for completeness and quality of self-reflection. Maintain your scores on the Master Profile Chart found on page B1 in Appendix B ("Master Profile Chart") in the back of the text.

     During the third to the last week of class, you will retake the Profiles and record your scores on the Master Chart again. Write a short paper (300-400 words) that focuses on what you have learned about yourself. See handout “The Personal Portfolio” for details. This portfolio will be collected for grading throughout the semester. The final portfolio with short paper will be due on the last day of instruction.

2. Read all assigned chapters and complete all related exercises (as assigned) from the text, *Essential Study Skills*, 8th Edition. For each of the chapters assigned, complete the Chapter Profile before you start reading the chapter and complete subsequent Reflection Writings and Check Points as they appear in the chapter.

3. Complete successfully three Library Units on or before the deadlines. If you have completed these units for another course, you need not do them again. Make sure you go to the library and have the librarian transfer these scores to the IS 103 class list. Library Resource Units (LRUs) must be successfully completed in order to receive maximum credit for the Annotated Bibliography and Reference page for Real World project/presentation.

   **Unit 1:** *September 23, Friday*
   **Unit 2:** *October 21, Friday*
   **Unit 3:** *November 11, Friday*
4. Maintain a monthly planner throughout the semester.

5. Participate in all class activities/projects and discussions as assigned by the instructor.

6. Grading will be based on level and quality of involvement; therefore, it is essential that you complete the assignments due for a class session.

7. At the beginning of each class period, you will be asked to answer a question or questions related to the material to be covered that day or covered in previous sessions. Punctuality will be important because this Class Preview is timed for approximately ten minutes. After the ten minutes are over, your response will be collected and counted as part of your course grade. Being over ten minutes late will affect your grade for the Class Preview Activities.

**ASSESSMENT TASKS AND GRADING**

Grades will be based on the successful completion of all course requirements. The final grade will include:

<table>
<thead>
<tr>
<th>Task</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>Notebook (organization and neatness)</td>
<td>15%</td>
</tr>
<tr>
<td>Class Preview Activity/Attendance</td>
<td>10%</td>
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<tr>
<td>Quizzes</td>
<td>5%</td>
</tr>
<tr>
<td>Participation</td>
<td>20%</td>
</tr>
<tr>
<td>Homework Assignments</td>
<td>15%</td>
</tr>
<tr>
<td>Personal Portfolio</td>
<td>25%</td>
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<tr>
<td>Annotated Bibliography/References for Real World project (PSY 100).</td>
<td>10%</td>
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</tbody>
</table>

100%

**Grades Available:**

- A = 90% or above
- B = 80% - 89%
- C = 70% - 79%
- D = 60% - 69%
- F = Below 60%

CR/NC Option Available: You must have the official CR/NC form signed by the instructor before the official withdrawal deadline, **November 3, Thursday**

**LEARNING RESOURCES**

3. Two 3-ring binders; approximately 2" for class notebook and ½ “ for the Personal Portfolio
4. Two sets of index dividers
5. Loose-leaf folder paper
6. Monthly planner

**COURSE EXPECTATIONS**

1. Attendance: Class sessions are designed to give you the opportunity to practice and review skills and concepts.
If you are unable to attend the class session (for verifiable medical or emergency reasons), please contact the instructor immediately. If you are unable to reach the instructor, please leave a message on voice mail. Phone number and email address are on the first page of this course outline. Contacting the instructor will allow you to take quizzes given in class (excluding the Class Preview activity) and submit homework due that day.

**Be on time! There are several reasons for not being late to class:**
- Important announcements are generally made at the beginning of class sessions.
- Assignments/papers, etc. are returned at the beginning of class.
- **A tardy of 10 minutes or more affects your overall grade since the Class Preview activity is done during the first ten minutes of class.** It is to your benefit to attend the rest of the class session even if you are late. Additional assignments or changes in the syllabus are generally given at the end of the class period.

If you must carry a pager or cellular phone into class, please set it to silent. Pagers and cellular phones that go off during the class period are annoying and disruptive to the class.

2. Homework: Make sure you complete the homework assignments when they are due. **Homework will be collected at the beginning of the class session.** If you are absent, make sure you get the assignments from your instructor or a classmate. You are responsible for homework assigned during your absence.

3. Testing: You must complete all quizzes when scheduled. Make-up quizzes will only be administered if the student has contacted the instructor before the test and has a verifiable excuse. Make-up quizzes must be completed before the next class session unless prior arrangement has been made with instructor.

"The illiterate of the future will not be the person who cannot read. It will be the person who does not know how to learn."

-Alvin Toffler

A journalist turned futurist, or speculative sociologist, Toffler invented the term "future shock" to describe "the dizzying disorientation brought on by the premature arrival of the future." His 1970 book, *Future Shock*, was on the bestseller list, in its hardcover edition and later as a Bantam paperback, for a total of 78 weeks.