McLennan COMMUNITY COLLEGE

WACO, TEXAS

COURSE SYLLABUS
AND
INSTRUCTOR PLAN

Learning Framework
EDUC 1300 H10

Dr. Tonya M. Trepinski-Ochoa

NOTE: This is a 16-week, online course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website on any changes to these guidelines.

Course Description:

EDUC 1300 – Learning Framework:
A study of the a) research and theory in the psychology of learning, cognition, and motivation; b) factors that impact learning; and c), application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners.
Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned.

Semester Hours: 1

Prerequisites and/or Corequisites:

No prerequisites

Course Notes and Instructor Recommendations:

Please check email and Brightspace daily. I will use these methods to communicate with you often. Please sign up for MyAlert (information on MCC main page). The college uses this system to communicate important information to students.

Instructor Information:

Instructor Name: Tonya Trepinski-Ochoa, Ph.D.
MCC Email: ttrepinski-ochoa@mclennan.edu
Office Phone Number: (254) 299-8496
Office Location: MAC 229
Office/Conference Hours: M/W 11:00 – 12:30 and T/TH 1:00 – 3:00 (via Zoom); evenings or other times available with appointment
Zoom meeting ID#: 957 4518 4496
Please click this URL to start or join.
https://mclennan.zoom.us/j/95745184496?pwd=M2c4NzViQWpXTENqSk1GbFduQURDUT09
Password: Fall2021
You will use this number every time you enter our virtual Zoom conferencing room.

Required Text & Materials:

Title:	***P.O.W.E.R. Learning, Strategies for Success in College and Life***
Author:	Robert S. Feldman
Edition:	Eighth Edition
Publisher:	McGraw Hill Education
ISBN:	978-1-26-022874-8

MCC Bookstore Website: http://www.mclennan.edu/bookstore/

Methods of Teaching and Learning:

Lectures
Reading assignments
Online discussion boards
Individual and group assignments
Quizzes
Small and large group collaboration
Review of relevant research
Literature analysis
Use of digital media and/or recording of student performance (read-aloud books, etc.)

The required etextbook and McGraw Hill CONNECT Access Code are included in your student fees as part of the Inclusive Access program. They are necessary to complete the course.

Students are expected to complete the weekly reading, participate in Discussion Board (Db) as assigned, and complete any quizzes or activities and papers as assigned.

Course Objectives and/or Competencies:

Upon successful completion of the course, the student will:

1. Increase the student's level of knowledge and use of motivational, behavioral, and cognitive factors that impact learning.
2. Improve the student's abilities and actions in learning and study strategies.
3. Provide student preparation for the rigors of a college education.
4. Provide students with an overview of the emotional intelligence skills they will need to be successful in the college environment.

Course Outline or Schedule:

The following is a TENTATIVE schedule of these chapters and the primary topic for each. Circumstances may cause the schedule to be changed. If changes are necessary, they will be announced in Brightspace.

Weekly units go from Monday until Sunday each week. All assignments, activities, discussion boards (except for the chapter readings and the discussion posts – they are due the Thursday before the Sunday), quizzes, etc., are due by Sunday evening at 11:59 pm.

Date	Chapter/Topic	Major Activity Due	Minor Activity Due	Due Date
8.23 FTF Module 1	Introduction, Syllabus & Brightspace	**Core Activity #1 Campus Orientation**	In Class Activities (See Brightspace) Homework (See Brightspace) **Core Activity #2 Part I** **Noel Levitz Inventory** **College Student Inventory Pre-Assessment** **MANDATORY Dates not flexible**	Chapter Reading due by 8.26 midnight. All other assignments due by 8.29 midnight.
8.30 Online Module 2	Chapter 1 – Learning: Becoming a Successful Student	Read Chapter 1 & Answer Comprehension Questions/Accountability Quiz #1	PowerPoint w/ Voice Over/Lecture/Instructor Choice Discussion #1 (Initial Post due by 9.2 midnight) Homework (See Brightspace)	Chapter Reading and Initial Discussion Post due by 9.2 midnight. All other assignments due by 9.5 midnight.
9.6 FTF Module 3	Chapter 2 – Making the Most of Your Time	Read Chapter 2 & Answer Comprehension Questions/Accountability Quiz #2	In Class Activities (See Brightspace) **In-Class Success Center/Tutoring Center Visit – MANDATORY (dates flexible)** Homework (See Brightspace)	Chapter Reading due by 9.9 midnight. All other assignments due by 9.12 midnight.
9.13 Online Module 4	Chapter 9 Technology & Information Competency	Read Chapter 9 & Answer Comprehension Questions/Accountability Quiz #9 **Core Activity #3 Letter to Professor**	PowerPoint w/ Voice Over/Lecture/Instructor Choice Discussion #2 (Initial Post due by 9.16 midnight) Homework (See	Chapter Reading and Initial Discussion Post due by 9.16 midnight. All other assignments due by 9.19 midnight.

			Brightspace)	
9.20 FTF Module 5	Chapter 3 Discovering Your Learning Styles, Self-Concept, and Values	Read Chapter 3 & Answer Comprehension Questions/Accountability Quiz #3	Course Discussion Regarding Results of Noel Levitz College Student Inventory Homework (See Brightspace)	Chapter Reading due by 9.23 midnight. All other assignments due by 9.26 midnight.
9.27 Online Module 6	Chapter 4 Taking Notes & Chapter 5 Taking Tests	Read Chapters 4 & 5 Answer Comprehension Questions/Accountability Quiz #4 & 5 **Reflection Paper #1 What do I Think of the Noel Levitz Results?**	PowerPoint w/ Voice Over/Lecture/Instructor Choice Discussion #3 (Initial Post due by 9.30 midnight) Homework (See Brightspace)	Chapter Reading and Initial Discussion Post due by 9.30 midnight. All other assignments due by 10.3 midnight.
10.4 FTF Module 7	Chapter 13 Stress, Health, & Wellness *MCC Counselor Visit if Possible*	Read Chapter 13 & Answer Comprehension Questions/Accountability Quiz #3	In Class Activities (See Brightspace) Homework (See Brightspace)	Chapter Reading due by 10.7 midnight. All other assignments due by 10.10 midnight.
10.11 Online Module 8	Chapter 11 Diversity & Your Relationship with Others	Read Chapter 11 & Answer Comprehension Questions/Accountability Quiz #11	PowerPoint w/ Voice Over/Lecture/Instructor Choice Discussion #4 (Initial Post due by 10.14 midnight) Homework (See Brightspace)	Chapter Reading and Initial Discussion Post due by 10.14 midnight. All other assignments due by 10.17 midnight.
10.18 FTF Module 9	Chapter 8 Choosing Your Courses & Major	Read Chapter 8 Answer Comprehension Questions/Accountability Quiz #8 **Core Activity #4 – Planning for Next Semester – Visit with an Advisor Virtually or In-Person (Give proof of appointment & then proof of visit due no later than 11.14 midnight – this gives you 3 weeks to attend the appointment.)**	See Core Activity #3 **Library VISIT** Homework (See Brightspace)	Chapter Reading due by 10.21 midnight. All other assignments due by 10.24 midnight.
10.25 Online Module 10	Chapter 6 Reading & Remembering	Read Chapters 6 Answer Comprehension	PowerPoint w/ Voice Over/Lecture/Instructor	Chapter Reading and Initial Discussion Post

		Questions/Accountability Quiz #6	Choice Discussion #5 (Initial Post due by 10.28 midnight) Homework (See Brightspace)	due by 10.28 midnight. All other assignments due by 10.31 midnight.
11.1 FTF Module 11	Chapter 7 Writing & Speaking Library Visit	Read Chapters 7 Answer Comprehension Questions/Accountability Quiz #7	In Class Activities (See Brightspace) Homework (See Brightspace)	Chapter Reading due by 11.4 midnight. All other assignments due by 11.7 midnight.
11.8 Online Module 12	Chapter 12 Money Matters *Financial Office Video or Visitor if Possible*	Read Chapter 12 & Answer Comprehension Questions/Accountability Quiz #12	PowerPoint w/ Voice Over/Lecture/Instructor Choice Discussion #6 (Initial Post due by 11.11 midnight) Homework (See Brightspace)	Chapter Reading and Initial Discussion Post due by 11.11 midnight. All other assignments due by 11.14 midnight.***Remember your 2nd part of the advising activity in module 9 is due!)**
11.15 FTF Module 13	Chapter 10 Making Good Decisions	Read Chapter 10 Answer Comprehension Questions/Accountability Quiz #10	In Class Activities (See Brightspace) Homework (See Brightspace) **Core Activity #2 Part II** **Noel Levitz Inventory** **College Student Inventory Post-Assessment** **MANDATORY Dates not flexible**	Chapter Reading due by 11.18 midnight. All other assignments due by 11.21 midnight.
11.22 Week 14	HAPPY THANKSGIVING!	WORK ON YOUR REFLECTION PAPER #2	***Remember to start early!**	The only assignment due is the Essay Prompt Choice & Resources by 11.28 midnight.
11.29 FTF Module 15	Course Discussion Regarding Results of Noel Levitz College Student Inventory	**Reflection Paper #2 College So Far?**	**Core Activity #4** **Noel Levitz Inventory** **College Student Inventory Post-Assessment Assignment** Homework (See Brightspace)	Post-Assessment Reading due by 12.2 midnight. All other assignments due by 12.5 midnight.
12.6 Online	FINALS WEEK	Final Project/Exam	No HW – Final	

Module 16				

Course Grading Information:

Weekly Activities	30
Discussion Boards	10
Core Activities	30
Reflective Papers	15
Final Exam	15
Total	100

Grading Scale

Letter Grade	**A**	**B**	**C**	**D**	**F**
Total Points	100 – 90	89 – 80	79 – 70	69 – 60	59 or Below

Late Work Policies:

Late work is typically not accepted. However, I am not unreasonable. Under certain, documented circumstances (example: documented serious illness/injury of self or immediate relative), I will consider accepting late work. Communication is very important – if you are experiencing extenuating circumstances, please reach out to me so we can develop a plan for you to be successful despite your circumstances.

Attendance

Discussion board posts on Brightspace will be used to take attendance for online classes. Therefore, it is very important that you complete your discussion board assignments on time and thoroughly. These posts should be respectful and appropriately address the topic of the prompt. Please pay attention to normal conventions of writing – use capitalization, punctuation and spelling so your thoughts are clear to the professor and your classmates.

Click Here for the MCC Attendance/Absences Policy

(https://www.mclennan.edu/highlander-guide/policies.html)

Click on the link above for the college policies on attendance and absences. Your instructor may have additional guidelines specific to this course.

Student Behavioral Expectations or Conduct Policy:

In both the face-to-face and online environments, students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity.

While honest discussion and debate of topics is expected and encouraged, such interactions should not involve aggressive, derogatory, or involve hostile behaviors (verbal or otherwise). The instructor reserves the right to act to protect the decorum of the learning environment and the image of MCC.

If you are using Zoom to meet with the professor and/or other students, please ensure that you are dressed appropriately and are in a location where you can focus on your responsibilities as a student. Example: it is not appropriate to attend a Zoom class while laying in bed and/or half dressed. Please be respectful of others and mute yourself if background noise will be a problem.

Ethics

Cheating will not be tolerated. Any student found cheating will be subject to grade reduction, receiving a zero on assignments that involve cheating/plagiarism, and/or dismissal from the course.

Examples of cheating include but are not limited to:

- Copying the work of another student
- Seeking excused absences/tardiness under false pretenses
- Plagiarism (claiming as your own work the work of another)

This course will teach you to think critically. Critical thinking is essential for an educator. Please maintain your integrity and do your own work – there is no reason to cheat in this, or any other course.

McLennan COMMUNITY COLLEGE

ACADEMIC RESOURCES/POLICIES

Student Support/Resources:
MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at http://www.mclennan.edu/campus-resource-guide/

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:
Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html to find out more about the emergency grant. The application can be found at https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf.

Minimum Technical Skills:
Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:
In the event MCC's technology systems are down, you will be notified via your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan, unless otherwise noted by the instructor.

Minimum System Rquirements to Utilize MCC's D2L|Brightspace:
Go to https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

Email Policy:
McLennan Community College would like to remind you of the policy (http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails.

Instructional Uses of Email:
Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

Email on Mobile Devices:
The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email Helpdesk@mclennan.edu for help.

Forwarding Emails:
You may forward emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may be lost or placed in junk or spam filters.

MCC Academic Integrity Statement:
Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating.

Accommodations/ADA Statement:
Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. For additional information, please visit www.mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu
254-299-8122
Room 319, Student Services Center

Title IX:

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC at (254) 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting http://www.lighthouse-services.com/mclennan/.

Go to McLennan's Title IX webpage at www.mclennan.edu/titleix/. It contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

Disclaimer:

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.