

GRAYSON COLLEGE
EDUC/PSYC 1300

Course Information: LEARNING FRAMEWORKS PSYC 1300
(Component Area Option Core Course)

Professor Contact Information

Instructor: Dr. Keri Harvey

Phone number: 903.415.2556

Email: harveyk@grayson.edu

Office location: Success Center 104

Office hours:

Office Hours:

Monday: 12-1pm online

Tuesday: 10am-12pm

Wednesday: 9:30am-12pm

Thursday: 11am-12pm

Friday: 8:30am-12pm

Course Pre-requisites, Co-requisites, and/or Other Restrictions

Reading and Writing Intensive

Course Description

A study of 1) research and theory in the psychology of learning, cognition, and motivation, 2) factors that impact learning, and 3) 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 will use assessment instruments (e.g. learning inventories) to help them identify their own strengths and weaknesses as strategic learners. Students are expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students will be able to develop skills and draw from the theoretical models they have learned.

Student Learning Outcomes

- Students will identify and recognize how they become successful and self-regulated learners.
- Students will identify and recognize personal responsibility, goal-setting and motivation as a component of learning.
- Students will identify resources—develop time-management strategies and examine their weekly schedule, study environment, faculty and peer relationships, health and overall negative and positive behaviors that impact learning.
- Students will identify and apply concepts and components of critical thinking.
- Students will interpret and express concepts of self-regulated learning through communication skills.
- Students will identify and apply concepts and components of social responsibility.

Required Textbooks (ISBN # included) and Materials

Downing, S. (2014). On Course: Strategies for Creating Success in College and in Life. 7th edition: Learning Frameworks Boston, MA: Wadsworth, Cengage Learning. ISBN: 978-1-133-30973-4

Suggested Course Materials

Access to a computer and the Internet.

Required Assignments & Academic Calendar

(Topics, Reading Assignments, Due Dates, Exam Dates and where/how exams will be administered)

In case of inclement weather, emergency closings, or other unforeseen disruptions to scheduled classes, student must log onto their Canvas accounts for directions on where or how to continue their coursework.

Required Assignments & Academic Calendar

Semester Timeline: Introduced in the following order:

Week	Chapters/Pages
1	Chapter #1: Self-Regulated Learning
2	Chapter #2: Personal Responsibility PDF Pages A9-A22 Metacognition
3	Chapter #3 Self-Motivation Financial Literacy
4	Chapter #4: Self-Management Test 1: Chapters 1-4
5	Chapter #5: Interdependence
6	Chapter #6: Self-Awareness & PDF Pages A23-A28 Memory & Information Processing Pages A29-A34 Problem Solving & Critical Thinking & Chapter #7: Lifelong Learning
7	Chapter #8: Emotional Intelligence Test #2: Chapters 5-8
8	Chapter #9: Your Success Letter to next semester class due Final exam: comprehensive

In case of inclement weather, emergency closings, or other unforeseen disruptions to scheduled classes, student must log onto their Canvas accounts for directions on where or how to continue their coursework.

Methods of Evaluation

Grading

Self-Assessment		50
Midterm		45
Introductions		50
Student Contract		25
Scavenger Hunt		25
Chapter test	3 X 30 pts each	90
Journals	10 X 20 pts	200
Metacognition quiz		10
Financial quiz		100
Letter to future class		100
Video presentation of Letter to Future Class		50
Discussions	4 X 40 pts	160
Class participation/professionalism/ Attendance		95
		1,000 total

Grading Scale

1,000-900 points= A

899-800 points = B

799-700 points = C

699-600 points = D

below 600 points= F

- Late work is not accepted. If you have a doctor's note or extenuating circumstances, you can email Dr. Harvey about this before the due date.
- Plagiarism will result in the grade of "F" on an assignment.

Major Assignments:

- On Course Self-Assessment must be completed at the beginning and end of the course.
- 1 Journal from each Chapter must be completed
- Scavenger Hunt/Tour of Student Resources on Campus will be completed within the second week (this can be completed online using the GC website)
- Financial Literacy Module
- Service Learning Project
- Letter to the Next Class

Methods of Instruction

Activities online, videos online, discussions, PPT presentations, exams, quizzes, and journals.

Student Success Resources on campus:

- *Math hub (SC-114)
- *I-lab (SC-107, Stella Thompson, 8679)
- *Individual tutoring (1 on 1, Jeffri Hodge, 8751)
- *Disability services (Jeffri Hodge, 8751)
- *Writing center (1st floor of Library)
- *Testing center (SC-115, Mark Taylor, 8724)
- *Counseling services (Administration building, Barbara Malone, 8730)
- *Admissions and Registrar (Administration Building, Christy Klemiuk, 8650)
- *Financial aid (Administration Building, 8735)
- *Student Life (Student Life Building 2nd floor, Gregg Miles, 8693)
- *Cafeteria (Student Life Building 1st floor)
- *Bookstore (Student Life Building 1st floor)
- *Campus Police (8778)
- *Fitness Center (Student Recreation Center)
- *Career Services (Gretchen Huff, 2544)
- *Online orientation (Module is in each course shell)
- *Library (Lisa Hebert, 8651)

On Course's Three Success Rules:

RULE 1: I SHOW UP... Commit to attending every class from beginning to end. Log into Canvas 3-4 times per week.

RULE 2: I DO MY BEST WORK... Commit to doing your best work on all assignments before the due date.

RULE 3: I PARTICIPATE ACTIVELY... Commit to getting involved. College like life isn't a spectator sport. (Three Success Rules taken from On Course Text pg. 193)

Course & Instructor Policies

Make-up policy

Makeup is ONLY available for those with a doctor's note or if I approve the absence **before** the class AND you e-mailed me about it **before**. An excused absence will not deduct points from your attendance grade. These are defined as illness, family death, Grayson College school- sponsored activity, or approved religious holiday-however, appropriate documentation (A physician's return to school/work form, mortuary statement, field trip roster) **must** be provided within a week of your return date to class! Note: an email is appreciated but will not suffice as documentation unless it is from the coach if you are a

student athlete. Furthermore, a note from your parent, spouse, partner, significant other, or roommate does not constitute proper documentation.

Class Attendance

Academic success is closely associated with regular classroom attendance and course participation. All successful students, whether on campus or online, are expected to be highly self-motivated. All students are required to participate in courses regularly and are obliged to participate in class activities and complete and submit assignments following their professors' instructions. Students taking courses during compressed semester time frames such as mini-mester, summer sessions, and mid-semester should plan to spend significantly more time per week on the course. Responsibility for work missed because of illness or school business is placed upon the student. More than two (2) absences are considered to be excessive. In addition, students' eligibility to receive financial aid or live in a College dormitory can be affected by withdrawal from courses. When withdrawal occurs, any tuition refund would be made in accordance with state regulations. Students are expected to log into the course shell 3 times per week in order to stay engaged with the discussions and work in the course.

****Paper Formats ****

All assignments and papers must be in APA style double spaced, in 12 point Times New Roman font for regular text, and with one-inch margins with a cover page(unless they are brochures or PowerPoints). All papers must be submitted in one of the following word processing or publishing formats: PowerPoint, Publisher or Microsoft Word, Excel, or Access. If you do not have these programs you must use an .rtf file which is a rich text file or pdf. If a file comes that is NOT in one of these formats, you will receive a 0 for that assignment so be sure you are using one of the above. Papers in .wps and .lnk are not accepted in this course. They cannot be viewed in Canvas. It is the student's responsibility to make sure their assignments are in formatted correctly. If they are submitted in this format they will receive a "0" and it cannot be resubmitted.

Student Conduct & Discipline

Expectations for participation

Students are expected to log in a minimum of three times a week and participate in discussion. There is an initial post deadline prior to the end of the module. This allows each student to post his/her thought, read others and make evaluations about the content. These interactions have been showed to increase learning.

Academic Integrity

The faculty expects from its students a high level of responsibility and academic honesty. Because the value of an academic degree depends upon the absolute integrity of the work done by the student for that degree, it is imperative that a student demonstrates a high standard of individual honor in his or her scholastic work.

Scholastic Dishonesty, any student who commits an act of scholastic dishonesty is subject to discipline. Scholastic dishonesty includes but is not limited to cheating, plagiarism, collusion, the submission for credit of any work or materials that are attributable in whole or in part to another person, taking an examination for another person, any act designed to give unfair advantage to a student or the attempt to commit such acts.

Plagiarism, especially from the web, from portions of papers for other classes, and from any other source is unacceptable and will be dealt with under the college's policy on plagiarism (see GC Student Handbook for details). Grayson College subscribes to turnitin.com, which allows faculty to search the web and identify plagiarized material. All work in this course is subject to being reviewed by turnitin.com.

Copyright Notice

The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted materials, including music and software. Copying, displaying, reproducing, or distributing copyrighted works may infringe the copyright owner's rights and such infringement is subject to appropriate disciplinary action as well as criminal penalties provided by federal law. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act.

Withdrawal from Class

The administration of this institution has set deadlines for withdrawal from any college-level courses. These dates and times are published in that semester's schedule of classes. Administrative procedures must be followed. It is the student's responsibility to handle student initiated withdrawal requirements from any class. You must do the proper paperwork to ensure that you will not receive a final grade of "F" in a course if you choose not to attend the class once you are enrolled (see GC College Catalog for details).

Disability Services

The goal of Disability Services is to provide students with disabilities educational opportunities equal to those of their non-disabled peers. Disability Services is located in room SC 115 in the

Student Success Center. Students with special needs should contact Jeffri Johnson Hodge, Disability Services Coordinator, in the Testing Center no later than the first week of class. Once appropriate documentation for the disability is received, the DS coordinator will arrange delivery of approved accommodations with students and their instructors.

The contact information for the Office of Disability Services is: Jeffri Hodge

(903) 463-8751 (voice or TTY)

hodgej@grayson.edu

If you anticipate issues related to the format or requirements of this course, please meet with the Coordinator of Disability Services. The Coordinator is available to discuss ways to ensure your full participation in the course. If you determine that formal, disability-related accommodations are necessary, it is very important that you be registered with Disability Services to notify them of your eligibility for reasonable accommodations. Disability Services can then plan how best to coordinate your accommodations.

It is the student's responsibility to notify his or her professors of the need for such an accommodation. Disability Services provides students with letters to present to faculty members to verify that the student has a disability and needs accommodations. Individuals requiring special accommodation should contact the professor after class or during office hours.

Financial Aid

Effective July 1, 2000 students receiving Title IV funds (Pell, Federal Grants, and Student Loans), who subsequently withdraw from classes, will be required to return a portion of the federal financial aid received. Only the percentage of aid earned (determined by the percentage of time attended) will be eligible for retention on the student's behalf. Any aid that is not earned must be returned to its source. If there is a student account balance resulting from these adjustments, the student is responsible for payment. Further details can be obtained from the Office of Financial Aid.

Drop Rule

Under section 51.907 of the Texas Education Code, "an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education." This statute was enacted by the State of Texas in spring 2007 and applies to students who enroll in a public institution of higher education as first-time freshmen in fall 2007 or later. Any course that a student drops is counted toward the six-course limit if (1) the student drops a course after census date or (2) the student is not dropping the course in order to withdraw from the institution. Some exemptions for good cause could allow a student to drop a course without having it counted toward this limit, but it is the responsibility of the student to establish that good cause before the drop. Students with questions

should contact the Counseling Office or the Office of Admissions & Records for more information before dropping a course!

Grayson College is not responsible for illness/injury that occurs during the normal course of classroom/lab/clinical experiences.

These descriptions and timelines are subject to change at the discretion of the Professor.

Methods of Instruction

This course is 100% online. Students are expected to log into Canvas 3 times per week in order to be engaged with the class. Each Module week closes on Monday, 11:59pm. Discussions require 3 posts, the initial posts is due the Thursday before the module is closing. The peer responses are due by the closing date of the module.

An **explanation** of

(1) How the instructor will **communicate** with the students and how the students will communicate with each other?

Communication between the instructor and students will primarily be through the course site in GC Canvas. Frequent announcements, comments in the course discussions, responses to email, as well as feedback on homework assignments will be provided regularly. Students will primarily communicate with one another through the course discussions tool. In addition, students have the option to use Canvas mail and the discussion board to talk to each other with-in the course shell.

(2) How will online participation be **assessed and graded**?

In an online course, regular routine participation is extremely important. Online participation is assessed through a variety of methods including timely submission of assignments as well as logging in and checking the course site regularly. In addition, active participation in the course discussions is required. Generally, you should plan to check the course site, review new course materials, and participate in the discussions, 3 times per week. According to the syllabus, 20% of the course grade will come from online course participation.

(3) How will the instructor **monitor the online activities** of the students?

Online course activities will be monitored through a variety of methods including active participation by the instructor in various course areas as well as utilization of the Course Tracking tool in GC Canvas. The Course Tracking tool provides detailed statistics for each student for various activities in the course.

(4) How will the **standards of appropriate online behavior** be maintained?

During the first week of class, an online tutorial and quiz on netiquette will be taken. The instructor will monitor discussion boards and posts and will model appropriate behavior and provide feedback to students.

(5) The level of **technical competence** required of the students

Students are expected to have a basic understanding of personal computers, internet browsing, desktop applications such as Microsoft Word, and file management (uploading, downloading, or sending files).

(6) What the minimum **computer hardware and software requirements** are for the class, and what department or college facilities are available to support these requirements for students who cannot afford to buy the technology?

Generally, personal computers purchased in the last 3 years should be adequate to access GC Canvas. Software requirements include Microsoft Internet Explorer 7.x or higher (www.microsoft.com), the latest version of Sun JAVA (www.java.com), the latest updates to your operating system (Microsoft Windows XP or higher or Apple MAC OS X or higher), word processing program and the latest updates to your anti-virus and spyware protection. Students needing assistance with accessing instructional technology should contact the GC Help Desk. For more information, visit www.grayson.edu and select the Help Desk link.

(7) The **alternative procedures for submitting** work in the event of technical breakdowns ***Please do not wait until the last minute to submit assignments! Allow enough time before the due date and time to submit your assignments. Should there be a technical problem, immediately notify the instructor via external email or internal Canvas mail. Computer labs on campus and public libraries can be alternative sites. Alternative arrangements, if permitted, will be discussed at that time.***

(8) **On-campus meeting requirements** *There are none for this course.*

(9) How **academic honesty** will be enforced.

Papers may be submitted to turnitin.com for analysis of work.

Academic Integrity

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degree, it is imperative that a student demonstrate a high standard of individual honor in his or her scholastic work.

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Student Responsibility

You have already made the decision to go to college; now the follow-up decisions on whether to commit to doing the work could very well determine whether you end up working at a good paying job in a field you enjoy or working at minimum wage for the rest of your life. Education involves a partnership that requires both students and instructors to do their parts. By entering into this partnership, you have a responsibility to show up for class, do the assignments and reading, be engaged and pay attention in class, follow directions, and put your best effort into it. You will get out of your experience here exactly what you put into it – nothing more and nothing less.

TITLE IX

GC policy prohibits discrimination on the basis of age, ancestry, color, disability, gender identity, genetic information, national origin, race, religion, retaliation, serious medical condition, sex, sexual orientation, spousal affiliation and protected veterans status.

Furthermore, Title IX prohibits sex discrimination to include sexual misconduct: sexual violence (sexual assault, rape), sexual harassment and retaliation.

For more information on Title IX, please contact:

- Dr. Regina Organ, Title IX Coordinator ([903-463-8714](tel:903-463-8714))
- Dr. Dava Washburn, Title IX Coordinator ([903-463-8634](tel:903-463-8634))
- Website: <http://www.grayson.edu/campus-life/campus-police/title-ix-policies.html>
- GC Police Department: ([903](tel:903-463-8777)) 463-8777- Main Campus) ([903](tel:903-415-2501)) 415-2501 - South Campus)
- GC Counseling Center: ([903](tel:903-463-8730)) 463-8730

For Any On-campus Emergencies: 911

Grayson College is not responsible for illness/injury that occurs during the normal course of classroom/lab/clinical experiences.

These descriptions and timelines are subject to change at the discretion of the Professor.

Grayson College campus-wide student policies may be found on our Current Student Page on our website: <http://grayson.edu/current-students/index.html>