| Human Development Department | Lane Community College |
|---|---|
| CG 100 College Success: Back On Course CRN: _____ | |
| Term:        Year: | |

Instructor Information:

Moodle: Start at classes.lanecc.edu. Select this course.

Office Hours:                                        or will schedule as needed

Location and class schedule:                        or online

## Course Description

College Success: Back On Course (BOC) is designed to assist students in meeting Lane's Academic Progress Standards. It is the third intervention in the Keys to Success series. Participants will learn about college expectations, develop resources for addressing obstacles and design individualized plans for achieving their academic goals.

**Structure and background** - Class sessions begin the first week of Fall/Winter terms and the second week of Spring term and are scheduled for seven weeks. This course is a revised version of previous College Success: BOC classes starting in Fall of 2009 by Debby Ganser, Anthony Hampton, Mary Parthemer and Christina Salter in collaboration with all BOC instructors from Counseling.

**Academic Progress Standards (APS)** are based on academic performance each term. Students with Alert 3 notification are required to attain a minimum GPA of 2.00 and complete at least 67% of the enrolled credits or they will be dismissed for two academic terms. Students who successfully complete Back On Course and meet APS requirements for a least three terms will be able to appeal an Alert 4 dismissal if they fail to meet the APS requirements in the future

**Requirement to Register for Future Terms** – timely completion of assignments 1-4 is required before the Alert 3 registration hold can be removed. Along with being cleared to register a student must successfully complete Back On Course to keep their next term's registration. Students who submit Assignments – 2, 3 or 4 late (after session 5) – will not be cleared to register until a passing grade has been posted at the end of the term.

**To retain your enrollment** beyond the first week of the course – students are expected to complete "meaningful work." The specific requirements for you to remain enrolled will be provided to you by your individual instructors.

## Course Objectives

| By the end of the course you will learn how to: |
| --- |
| Take greater personal responsibility while gaining more control over the outcomes that you create in your academic life |
| Successfully navigate college policies and procedures including Academic Progress Standards (APS) and Satisfactory Academic Progress (SAP) Standards |
| Identify persistent behaviors and obstacles that limit your success and implement solutions |
| Develop an individualized resource plan and utilize campus resources |
| Evaluate progress toward degree or certificate completion and create a term-by- term plan for achieving your academic goal |

## Required Materials

- BOC Packet – In-Person students review provided course packet and Moodle.
- Online students review all information in Moodle Course at classes.lanecc.edu
- In-Person students - 3 ring binder to organize course materials and assignments

| Learning Methods and Measurements of Learning | | | | |
| --- | --- | --- | --- | --- |
| | Attendance and participation is expected and required – 10 potential points earned weekly .  **Points - 70** | | 10 points per session | |
| | Assignment titles | | Info provided during Session | Due Session |
| | Homework commitment 3 to 5 hours per week | **Points** | | |
| A1 | Term Calendar and planning | 35 | 1 | 2 |
| A2 | Retention Counselor meeting parts A and B | 35 | 2 | 4 |
| A3 | Advisor/Counselor meeting for major | 35 | 3 | 5 |
| A4 | Progress Reports from Instructors | 35 | 4 | 5 |
| A5 | Making Wise Choices | 35 | 5 | 6 |
| A6 | Financial Resources – Check up | 35 | 6 | 7 |
| | Extra Credit if available | | | 7 |
| | **Total Points Possible** | **280** | | |

| | Grading Criteria | % | Points | Grade |
| --- | --- | --- | --- | --- |
| 1 | Assignments submitted when due eligible for full 35 points | $\geq 90$ | $\geq 252$ | A |
| 2 | Assignments submitted within 1 week late eligible for 30 pts | $\geq 80$ | $\geq 224$ | B |
| 3 | Assignments 2,3 &4 submitted after 1 week late eligible for up to 50% (17.5) of points possible | $\geq 70$ | $\geq 196$ | C |
| 4 | Assignments 1, 5, & 6 not accepted after 1 week late. | $\geq 60$ | $\geq 168$ | D |
| | | $< 60$ | $< 168$ | F |
| 5 | Students must earn at least 50% of points possible from each assignment – for it to be considered "complete." | | $\geq 187$ | Pass |
| 6 | All assignments must be submitted complete as directed to be eligible to receive a grade of A through D or pass. | | $< 187$ | No Pass |
| | Exceptions: | | | |

**I** = **Incomplete grade** may be negotiated if you have some special circumstance that has occurred and less than 25% of the course work remains to be completed. You must initiate the incomplete contract prior to the end of class. Students will not be able to register for future terms until a grade of A through D or Pass has been posted and the student has met the APS standards for all courses taken in the term.

**NC** = A **No Credit grade** will be issued if the instructor believes the student has not participated enough in a class to earn a grade. It is not used to substitute for failing or incomplete grade. A student can not request this option.

### Respectful Environment
It is critical that this class be a safe and respectful learning environment for all participants. All students are expected to create a welcoming and open environment where deep learning can occur, and to support each other in efforts to be safe and respectful. Some ways students can help create a positive learning environment include:
- Participate every week and be prepared. This is one of the most effective success strategies.
- Listen well and be open to learning from everyone in the classroom
- Suspend judgment.
- Monitor your "floor" time. It is helpful to participate and it is important to self- monitor in order to allow others the opportunity to also participate.

### Zero Tolerance Policy
Racism, sexism, homophobia, and other forms of discrimination and bias are hurtful and unacceptable. There is no tolerance for words, speech, behavior, actions, or clothing/possessions that insult, diminish, demean, or belittle any individual or group of persons based on race, ethnicity, religion, gender, sexual preference, ability, economic class, national origin, language, or age. Academic freedom, freedom of speech, and freedom of discourse DO NOT protect racism or other acts of harassment and hate toward other students or Lane employees. Violations of this Zero Tolerance Policy may result in removal/dismissal from the class and actions governed by the student code of conduct will be taken.

## Americans with Disabilities Act (ADA) and 504 Compliance

To request assistance or accommodations related to disability, contact the Center for Accessible Resources at (541) 463-5150 (voice), 711 (TTY), AccessibleResources@lanecc.edu (link sends e-mail) (email), or stop by Building 1, Room 218. Website: https://www.lanecc.edu/disability