

COU/SOC 131AM, Special Topics: College Success for Lake Tahoe College Promise Students

2.0 Units

Fall 2019, Lake Tahoe Community College

Meets: Section 1: Monday, 1:30-3:20, A208

Meets: Section 2: Tuesday, 1:00-2:50, B103

Meets: Section 3: Monday, 6:00-7:50, B103



Please Note: There are three different sections, so you should only attend ONE section per week in the class.

Instructor Contact

Dr. Scott A. Lukas, Ph.D. Faculty Chair of Teaching of Learning

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www.scottlukas.com

Phone: 530-541-4660 (ext. 316). Note: the preferred method of contact is by email. You may also direct message me within Canvas.

Lake Tahoe Community College

Office: B101A

Class Description

This course focuses on creating a community among Lake Tahoe College Promise (LTCP) students through which students will learn to make informed life and college decisions; develop skills of accountability and empowerment; create opportunities for career success; understand the many dynamics of LTCC college life; and become more confident, proactive, and focused in their everyday lives. The course is designed as an introduction to the LTCP program and the cohort model through which students will progress throughout their college journey. Individual class sessions will be taught by a series of campus experts who are familiar with LTCC college life, contexts of learning, and professional opportunities. Students will also be expected to conduct regular check-ins with their LTCP lead counselor and student peer navigators.

Promise Benefits

There are many benefits to being a part of the Lake Tahoe College Promise. The Lake Tahoe College Promise waives tuition for up to three years at LTCC and provides additional financial incentives. This support includes:

- Free tuition for up to three academic years full time or completion of stated educational goal, whichever comes first
- \$100 per quarter for use at the LTCC Bookstore
- Priority access to the Textbook Lending Library
- Unlimited free bus pass
- Two-year degree completion incentive

As a part of the Lake Tahoe College Promise, students will receive extensive counseling support, including:

- Receive counseling (including from the Lead LTCP Counselor) on goal completion, navigating developmental coursework, identifying financial assistance, and college success strategies
- Receive counseling and support around interpersonal and emotional concerns
- Meet with their counselor regularly to create a student Educational Plan toward attainment of a degree or other educational goal

- Explore and identify university transfer requirements and goals
- Complete educational benchmarks each quarter to ensure achieve their professional goals

Lake Tahoe College Promise provides a number of supports that enable students to fast-track their academic progress. All students:

- Are encouraged to enroll in special general education classes and this Promise success course that are reserved for Promise students, so that they can take courses together and build engaged communities
- Receive priority registration
- Receive additional tutoring and academic course assistance
- Access to a Promise Peer Navigator

Promise Contract

All Promise students are required to abide by ALL conditions of the Lake Tahoe College Promise (LTCP) contract. Failure to comply with all of the requirements of the Lake Tahoe College Promise (LTCP) contract will result in removal from the

promise (n.)

“a pledge, vow, guarantee, assurance, send forth; let go; foretell; assure beforehand; declaration made about the future, about some act to be done or not done.”

program. All students are required to sign the contract to be part of Lake Tahoe College Promise. Contract conditions are included in the Canvas shell associated with this class. LTCC will track all students’ fulfillments of the LTCP Contract. As a review, all LTCP students must:

- Sign a LTCP contract
- Enroll and maintain full-time status, 12 units required (15 recommended)
- Maintain a 2.0 GPA
- Complete a Comprehensive Education Plan
- Regularly meet with a dedicated LTCP counselor
- Enroll in the College Success for Lake Tahoe College Promise Students class in the first year of LCTP eligibility
- Participate in at least two LTCP events per quarter
- Check-in (including virtually) with your Promise Peer Navigator
- Declare a major within your first year at Lake Tahoe Community College

Course Objectives

- Develop an understanding of the dynamics of the LTCP program.
- Gain an appreciation of practices of being a successful student, including the practice of time and stress management.
- Critically evaluate information and media in connection with an academic research process.
- Develop an understanding of the LTCC campus community.
- Create personal practices of self-awareness, including asking for help when needed.
- Appreciate strategies for developing work, life, and educational integration and planning.
- Conduct regular check-ins with the LTCP faculty counselor.

Student Learning Outcomes

- The successful student will develop an understanding of the LTCP program.
- The successful student will learn about the many opportunities for work, life, and educational integration and planning.

Plagiarism and Academic Integrity

This class includes a zero-tolerance policy for any sort of cheating and/or plagiarism. Be familiar with LTCC’s policy on plagiarism and academic integrity. It is listed in our Canvas shell. Violators of this

policy will be subject to failing grades, mandatory meetings with college administration, and possible expulsion. There is zero tolerance. Be assured that any items that I suspect of plagiarism (including Personal Reflections) will be put through the plagiarism detection engines available in Canvas.

Textbook

A textbook is not required for the class. Any readings or course resources will be available on the Canvas supplemental learning site.

Meta Majors

LTCC is moving towards a meta major/Guided Pathways model in terms of its programs. This new emphasis takes a bit of the busywork out of figuring out your classes and major pathways and provides you, the Promise student, more direction in terms of finishing your path on time and landing that new job, skill, or college transfer that you might be seeking. Your Promise Peer Navigator is assigned based on the Meta Major that you are interested in. The five meta majors are found in the Canvas shell (and the last page of this syllabus) and include: Art, Languages, and Humanities; Business, Hospitality, and Leadership; Health and Public Safety; Society, Culture, and Education; and Science, Technology and Environment. Each meta major has an icon (you may have noticed them on LTCC T-shirts lately!) and each will be connected to exciting events and career opportunities in the future. We are excited to launch Guided Pathways here at LTCC!

Canvas Shell

This class uses an online (DE) Canvas shell. The shell will include course information, such as links, videos, and helpful readings related to the weekly topics. Most importantly, you MUST use the shell to submit all of your Personal and Final Reflection assignments. Under no circumstances will handwritten, printed, or turned-in-physical work be accepted as fulfillment of the assignments. The only place to submit the assignments is within the Canvas shell. Please speak to me if you have concerns with Canvas. You should also contact Treva Thomas, our Distance Education Coordinator (treva@ltcc.edu), if you have technical issues with Canvas or technical challenges in terms of getting established on Canvas.

Attendance

You are required to attend 8 out of 11 classes to pass the class. Attendance will be tracked in the class. See the note in “Required Work” in regards to coming to class late or leaving class early.

Grading

The class is graded as Pass/No Pass. What this means is that all students will either receive a P or NP. You will not receive a letter grade of A, B, C, D, F. While the class is offered as Pass/No Pass, students will be expected to achieve a threshold within required class areas to receive the grade of Pass.

Requirements for a Pass Grade in the Class

To receive a *Pass* in the class, all students must:

1. Attend a minimum of 8 out of 11 classes.
2. Complete a minimum of 2 out of 5 Personal Reflections
3. Complete the minimum of 1 out of 1 Final Reflection

In total, 11 elements are required to receive a Pass in the class. The only way to pass without these 11 elements, is to complete a required Make-Up (see “Required Work” below) in order to reach the threshold of the 11 required class elements.

Required Work

All students are expected to complete the number of threshold required assignments. All assignments should be submitted through the class Canvas shell. If you are new to Canvas, the online learning environment, please consult this site: <http://www.ltcc.edu/academics/online.php>

Attend Class (threshold: 8 out of 11 classes)

Personal Reflections (threshold: 2 out of 5 possible assignments), Due Date: Fridays, September 27, 2019, October 11, October 25, Friday, November 1, November 8 at 5:00 p.m. (in Canvas)

Complete Final Reflection in Week 11 (threshold: 1 out of 1 possible assignment), Due Date: Friday, December 6, 2019 at 5:00 p.m. (in Canvas)

All of the assignments are detailed and submitted in the Canvas shell. In short, *Attendance* is coming to the full class section for the entire duration of the class (partial attendance will be tracked accordingly, for example, leaving after 1 hour or arriving 1 hour late = 0.5 credit for that class). Please note that a deficit of having less than 8.0 classes will require a make-up. The advice: attend class! *Personal Reflections* (for two of the required dates you are asked to write a 50-word reflection related to the topic of the week). *Final Reflection* (you will be asked to write a 50-word reflection related to one strategy that you have for your future personal or academic success).

Make-Ups: If you miss a class or one of the Personal Reflections assignments, I may allow you to complete a make-up to help you achieve your required thresholds for the class in order to receive a P. You must contact me and you must get approval from me to complete the make-up. Only reasonable make-ups will be accommodated. As you know, a goal of the Promise program is to develop skills of academic responsibility, planning, using a calendar, and becoming proactive in terms of college work, so make-ups should only be emergency situations. A doctor's note will be allowed in terms of an excused opportunity for a make-up.

Late Work

I will not accept any late personal reflection or final reflection assignment.

Counselor Check-ins

All LTCP students must check-in with Lead LTCP Counselor Cristi Ellingford twice per month. One check-in will be offered during our class (once per month). Students who miss a class or miss an outside-of-class check-in with Cristi Ellingford will be required to make-up the work with Cristi. The dates for your check-ins are included on the schedule. As a review, they are: September 16/17, October 7/8, November 4/5, December 2/3. Remember, as a Promise student it is your responsibility to check-in with your Lead LTCP Counselor as required by your Promise contract.

proactive (adj.)

“creating or controlling a situation by causing something to happen rather than responding to it after it has happened.”

Being Proactive

One of the main goals of the Lake Tahoe College Promise is to achieve personal and academic success. To that end, it is important that you be *proactive* in the class. Proactive is defined as “creating or controlling a situation by causing something to happen rather than responding to it after it has happened.” What this means is that you have to take charge of your education at the college. In terms of grades and assignments, please be aware that you need to track whether you are reaching your required attendance and personal/final reflection thresholds in the class.

DRC Accommodations

Any registered student with a verifiable disability is eligible for Disability Resource Center services. The use of services is voluntary. Students do not necessarily need to have a disability to enroll in classes offered by the DRC. However, in order to receive academic accommodations students must have a verifiable disability. Students can be assessed at the DRC. For more information, please visit the DRC site: <http://www.ltcc.edu/campusresources/disabilityresourcecenter/index.php>

LTCP Resources

In addition to this syllabus, please consult the Canvas class site to become familiar with additional useful resources related to the various weekly LTCP topics. Other LTCC resources, such as the College's Facebook site, main Web site, and the Coyote Corner app, are also very handy for reference.

Class Sessions

Each class session will focus on a defined topic, resources and materials, and life/college success skills to be gained. Instruction will include facilitated group sessions among the Promise students. Classes may include guests who will help put the many resources of LTCC and LTCP into context.

Week 1

Monday, September 16, 1:30-3:20

Monday, September 16, 6:00-7:50

Tuesday, September 17, 1:00-2:50

Topics: A Promise Welcome ** What is the LTCP? ** The Path to Success

Students will be introduced to the goals of the LTCP program as well as aspects of LTCC's Guided Pathways initiatives. Students will meet with their Lead LTCP Counselor and their Student Peer Navigators. Students will reflect on their educational and life journeys and will discuss opportunities to plan for a successful LTCC education. Students will reflect on the value of being proactive in terms of their educational planning.

Guests: LTCP Director Julie Booth ** Lead LTCP Counselor Cristi Ellingford ** LTCC President Jeff DeFranco ** LTCC Vice President of Student Services Jonathan King ** LTCC Vice President of Academic Affairs Michelle Risdon ** Dean Ali Bissonnette ** Dean Brad Deeds ** Student Peer Navigators

Required Check-in with Lead LTCP Counselor Cristi Ellingford

Week 2

Monday, September 23, 1:30-3:20

Monday, September 23, 6:00-7:50

Tuesday, September 24, 1:00-2:50

Topics: Educational Goals ** Educational Skills ** Life Goals ** Managing Stress and Assessing Relationships

Students will focus on setting positive life and educational goals. Students will focus on techniques for stress management and consider ideas for developing positive relationships in life.

Due: Personal Reflection 1 (Canvas), Friday, September 27 at 5:00 p.m.

Video: What do all of your professors have to say?

Guest: LTCC Director of Distance Education Treva Thomas (DE Education and Canvas), Scott Lukas (life and education skills)

Week 3

Monday, September 30, 1:30-3:20

Monday, September 30, 6:00-7:50

Tuesday, October 1, 1:00-2:50

Topics: ** LTCC 101 ** Connecting the Dots **

Students will be introduced to the array of services and opportunities on campus, including Instruction, Student Services, and many other services and offices.

Guests: LTCC Director of Equity: Laura Salinas ** LTCC Director: Julie Booth

Discussion: What are some strategies to increase our connections to campus? What are some barriers to that goal?

Week 4

Monday, October 7, 1:30-3:20

Monday, October 7, 6:00-7:50

Tuesday, October 8, 1:00-2:50

Topics: ** Career Planning ** Getting Help When You Need It **

Students will focus on aspects of career planning, including online career planning tools (<https://tahocareerconnect.org>). Students will focus on the important roles of counseling, peer mentoring, and faculty mentoring as they plan a successful educational journey.

Guests: LTCC Career Counselor: Beth Marinelli-Laster ** Lead LTCC Counselor Cristi Ellingford **

LTCC Counselor Aaron Barnett (job shadowing opportunity)

Required Check-in with Lead LTCC Counselor Cristi Ellingford

Due: Personal Reflection 2 (Canvas), Friday, October 11 at 5:00 p.m.

Week 5

Monday, October 14, 1:30-3:20

Monday, October 14, 6:00-7:50

Tuesday, October 15, 1:00-2:50

Topics: ** Financial Literacy **

Students will focus on techniques for developing effective financial literacy.

Guest: Director of Financial Aid Naomi Follett

Week 6

Monday, October 21, 1:30-3:20

Monday, October 21, 6:00-7:50

Tuesday, October 22, 1:00-2:50

Topics: ** Financial Aid **

Students will focus on aspects of financial aid, including FAFSA, Scholarships, and Grants (Naomi Follett), and they will reflect on positive skills related to spending and planning for the future (Scott Lukas)

Guest: Director of Financial Aid Naomi Follett, Scott Lukas (spending and planning for the future)

Due: Personal Reflection 3 (Canvas), Friday, October 25 at 5:00 p.m.

Week 7

Monday, October 28, 1:30-3:20

Monday, October 28, 6:00-7:50

Tuesday, October 29, 1:00-2:50

Topics: ** Information Literacy ** Research **

Students will focus on positive study skills, information and media competency, and developing class skills for their F2F and DE courses.

Due: Personal Reflection 4 (Canvas), Friday, November 1 at 5:00 p.m.

Guest: Director of Library and Media Service, Melanie Chu (Information Literacy), Scott Lukas (Research)

Week 8

Monday, November 4, 1:30-3:20

Monday, November 4, 6:00-7:50

Tuesday, November 5, 1:00-2:50

Topics: **** Know Yourself ** Time Management ** Work/Life Balance ****

Students will focus on their personalized journey through life and education and they will address successes, challenges, and opportunities. Students will focus on setting goals for their future. Students will discuss strategies to achieve work/life balance and to successfully manage their time. Students will consider life skills that may increase overall success.

Guest: Lead LTCP Counselor Cristi Ellingford

Due: Personal Reflection 5 (Canvas), Friday, November 8 at 5:00 p.m.

Required Check-in with Lead LTCP Counselor Cristi Ellingford

Week 9

Monday, November 11, 1:30-3:20 - College Closed – Monday Section, we will make-up our class online. Please see Canvas for details.

Monday, November 11, 6:00-7:50 - College Closed – Monday Section, we will make-up our class online. Please see Canvas for details.

Tuesday, November 12, 1:00-2:50

Topics: Guided Pathways and Career and Transfer Opportunities. **** Researching and Understanding Your Life and Educational Journey.**

Students will appreciate the advanced techniques for career and transfer pathways. Students will consider opportunity for life and educational planning.

Note: Tuesday, November 12 is the first day of registration for Winter quarter classes.

Week 10

Monday, November 18, 1:30-3:20

Monday, November 18, 6:00-7:50

Tuesday, November 19, 1:00-2:50

Topics: ****Checking In ** Winter Planning ****

Students will check in on their academic progress. Students will discuss planning strategies for the Winter quarter and beyond.

Guests: Lead LTCP Counselor Cristi Ellingford, LTCP Director Julie Booth

Thanksgiving Break: The College is on break from Monday, November 25, 2019 through Sunday, December 1, 2019. No classes will be held during this break.

Week 11

Monday, December 2, 1:30-3:20

Monday, December 2, 6:00-7:50

Tuesday, December 3, 1:00-2:50 (note: I will not be in attendance for the December 3rd meeting of the class)

Topics: **** Bringing It All Together: What's Next? ****

Students will focus on maintaining a positive educational and life journey forward and they will reflect on challenges and opportunities.

Students will discuss strategies for staying on the path towards successful completion of the LTCP program.

Guest: Lead LTCP Counselor Cristi Ellingford

Required Check-in with Lead LTCP Counselor Cristi Ellingford

Due: Final Reflection (Canvas), Friday, December 6, 2019 at 5:00 p.m.

LTCC Promise People

Instructor: Scott A. Lukas

LTCP Director: Julie Booth

LTCP Counselor: Cristi Ellingford

LTCC Vice President, Academic Affairs: Michelle Risdon

LTCC Vice President, Student Services: Jonathan King

LTCC Career Counselor: Beth Marinelli-Laster

LTCC Director of Financial Aid: Naomi Follett

LTCC Director of Library and Media Services: Melanie Chu

LTCC Director of Equity: Laura Salinas

LTCC Student Life Coordinator (temporary): Julie Booth

LTCC Distance Education Coordinator: Treva Thomas

Student Peer Navigators:

Nicholas (Rocky) Beaty

Associate Degree for Transfer: Mathematics

Meta Major: Science, Technology, & Environment

Celeste Holmes (incoming student)

Associate Degree: Liberal Arts & Humanities

Meta Major: Arts, Language, Humanities

Xiana Pang-Abas

Associate Degree for Transfer: Business Administration

Meta Major: Business, Hospitality, and Leadership

Isabella Wakeling

Associate Degree: Liberal Arts & Humanities

Meta Major: Health & Public Safety

Toni Wesley

Associate Degree for Transfer: Psychology

Meta Major: Society, Culture, & Education

**Good luck.
The journey starts now.**

Discover Your Program With LTCC's Guided Pathways

Find your perfect fit, get on your pathway, graduate on time, and get to work! Introducing Guided Pathways at LTCC, a program that will help you explore your passions, get on the right academic path, network with others who share your interests, and graduate ready to launch your career.

First things first: it's perfectly okay if you aren't sure what major is right for you – Guided Pathways can help! Start by using the Guided Pathways Meta Majors icons and brief descriptions below to identify where your strengths and areas of interests fit. Once you know which meta major is for you, meet with an LTCC counselor to further explore the options and select the right major, program, and classes for you!



Arts, Languages, and Humanities
Create • Communicate • Connect

Discover the full human experience through oral communication, writing, and creative expression. Fine-tune your problem-solving and critical-thinking skills while nourishing your artistic side. Explore careers in education, performing and studio arts, journalism, or language and communications.



Business, Hospitality, and Leadership
Build • Lead • Invent

Learn customer relations and partnership building while developing your business management knowledge. Master the expertise needed to grow your own business, or the high-demand skills employers need. Career paths include accounting, event planning, hotel or restaurant management, culinary arts, or wilderness and outdoor education.



Health and Public Safety
Serve • Care • Protect

Support physical and mental health to help people and communities thrive. Learn how to work effectively in a team that saves lives during emergency situations. Get employed in counseling, emergency medicine, law enforcement, medical administration, or firefighting.



Society, Culture, and Education
Learn • Share • Enlighten

Explore human relationships, communities, and global connections while sharing your knowledge with others. Spark discussions about the inner workings of society and culture, and help create positive change. Open doors to jobs in counseling, education, social work, community development, cultural research, and human resources.



Science, Technology, and Environment
Explore • Discover • Analyze

Understand the physical world by using the scientific methods of observation, experimentation, and analysis. Deepen your knowledge of the natural world, and gain hands-on experience with advanced scientific tools. Ideal for careers in computer science, environmental engineering, medicine, or GIS mapping.