

# Washtenaw Community College Comprehensive Report

## ACS 151 Student Success: In and Beyond the Classroom Conditional Approval Effective Term: Fall 2014

### Course Cover

**Division:** Humanities, Social and Behavioral Sciences

**Department:** Academic Skills

**Discipline:** Academic Skills

**Course Number:** 151

**Org Number:** 11100

**Full Course Title:** Student Success: In and Beyond the Classroom

**Transcript Title:** Academic and Career Success

**Is Consultation with other department(s) required:** No

**Publish in the Following:** College Catalog , Time Schedule , Web Page

**Reason for Submission:** New Course

**Change Information:**

**Rationale:** Course designed to meet the specific needs of military veterans.

**Proposed Start Semester:** Fall 2014

**Course Description:** In this course, students develop skills and habits that lead to academic, professional, and personal success. Through readings, activities, and journal writing, students will improve personal responsibility, self-motivation, self-management, interdependence, self-awareness, emotional intelligence, lifelong learning and self-esteem. Students will also learn how to research and prepare for a career, become more knowledgeable of careers, career alternatives and employment trends through the use of career and interest inventories, classroom activities and guest speakers. Specific sections designed for military veterans.

### Course Credit Hours

**Variable hours:** No

**Credits:** 2

**Lecture Hours: Instructor: 30 Student: 30**

**Lab: Instructor: 0 Student: 0**

**Clinical: Instructor: 0 Student: 0**

**Total Contact Hours: Instructor: 30 Student: 30**

**Repeatable for Credit:** NO

**Grading Methods:** Letter Grades

Audit

**Are lectures, labs, or clinicals offered as separate sections?:** NO (same sections)

### College-Level Reading and Writing

No Basic Skills Prerequisite

### College-Level Math

No Level Required

### Requisites

### General Education

### Request Course Transfer

## Proposed For:

### Student Learning Outcomes

1. Increase self-awareness related to career interests, values, goals, personality preferences and skills.

#### **Assessment 1**

**Assessment Tool:** Career Planning Portfolio

**Assessment Date:** Fall 2015

**Assessment Cycle:** Annually

**Course section(s)/other population:** One section

**Number students to be assessed:** All students receiving a grade

**How the assessment will be scored:** departmentally-developed rubric

**Standard of success to be used for this assessment:** 75% of students who complete the course will receive 70% or higher on the Career Planning Portfolio.

**Who will score and analyze the data:** Academic and Career Skills instructors will score and analyze the data.

2. Identify and improve current personal and academic strengths.

#### **Assessment 1**

**Assessment Tool:** Reflective Portfolio

**Assessment Date:** Winter 2015

**Assessment Cycle:** Annually

**Course section(s)/other population:** All sections

**Number students to be assessed:** All students who receive a grade

**How the assessment will be scored:** departmentally-developed rubric

**Standard of success to be used for this assessment:** 75% of the students who complete the course will receive 70% or higher on the Reflective Portfolio.

**Who will score and analyze the data:** Academic and Career Skills instructors will score and analyze the data.

#### **Assessment 2**

**Assessment Tool:** On Course Self Assessment pre- and post-test; either paper/pencil or online version

**Assessment Date:** Winter 2015

**Assessment Cycle:** Annually

**Course section(s)/other population:** All sections

**Number students to be assessed:** All students enrolled in the course

**How the assessment will be scored:** On Course rubric

**Standard of success to be used for this assessment:** An overall improvement of 5 points or more on the 80 point scale

**Who will score and analyze the data:** Academic and Career Skills instructors will score and analyze the data.

3. Identify proven strategies for academic and personal success.

#### **Assessment 1**

**Assessment Tool:** Reflective Portfolio

**Assessment Date:** Winter 2015

**Assessment Cycle:** Annually

**Course section(s)/other population:** All sections

**Number students to be assessed:** All students who receive a grade for ACS 151

**How the assessment will be scored:** departmentally-developed rubric

**Standard of success to be used for this assessment:** 75% of the students who receive a grade will have a 70% or higher on the Reflective Portfolio.

**Who will score and analyze the data:** Academic and Career Skills instructors will score and analyze the data.

### Course Objectives

1. Identify personal patterns of interests, skills, values, and personality preferences in order to identify possible career options.  
**Matched Outcomes**
2. Complete an effective informational interview.  
**Matched Outcomes**
3. Identify and use major sources of career information.  
**Matched Outcomes**
4. Create a resume and cover letter.  
**Matched Outcomes**
5. Identify personal attributes for academic success.  
**Matched Outcomes**
6. Access campus resources, both physical and online, and learn college customs.  
**Matched Outcomes**
7. Accept personal responsibility: adopt the choice of personal responsibility, utilize creator language, and use wise choice process.  
**Matched Outcomes**
8. Explore strategies for improving reading and writing skills.  
**Matched Outcomes**
9. Develop self motivation: design a compelling life plan through goal setting.  
**Matched Outcomes**
10. Master self management: develop a system of self management including planning and time management.  
**Matched Outcomes**
11. Explore effective money management strategies.  
**Matched Outcomes**
12. Employ interdependence: create a support network by working with instructors, college resources and peer study groups.  
**Matched Outcomes**
13. Develop and use effective note taking techniques.  
**Matched Outcomes**
14. Gain self awareness: recognize when they are off course academically and begin to make positive course corrections.  
**Matched Outcomes**
15. Explore effective memorizing and study strategies.  
**Matched Outcomes**
16. Adopt lifelong learning.  
**Matched Outcomes**
17. Emotional Intelligence: Identify and develop the components of emotional intelligence.  
**Matched Outcomes**
18. Create a self care plan to support themselves physically, mentally, and emotionally.  
**Matched Outcomes**
19. Develop technological skills necessary for success in the 21st century classrooms and careers.  
**Matched Outcomes**

### **New Resources for Course**

#### **Course Textbooks/Resources**

Textbooks  
Manuals  
Periodicals  
Software

#### **Equipment/Facilities**

Level III classroom

**Reviewer**

**Action**

**Date**

**Faculty Preparer:**

<i>Bonnie Arnett</i>	<i>Faculty Preparer</i>	<i>Jun 04, 2014</i>
<b>Department Chair/Area Director:</b> <i>Bonnie Arnett</i>	<i>Recommend Approval</i>	<i>Jun 04, 2014</i>
<b>Dean:</b> <i>Dena Blair</i>	<i>Recommend Approval</i>	<i>Jun 10, 2014</i>
<b>Vice President for Instruction:</b> <i>Bill Abernethy</i>	<i>Conditional Approval</i>	<i>Jun 17, 2014</i>