Student Success is our number one priority at Coastal Bend College and we realize that prompt, effective communication plays a significant role in achieving that goal. It is vitally important that you have the proper contact information for your instructor. This should include their phone number, email address, and if applicable, their office number, and office hours. If you ever have any problems contacting your instructor, or do not receive a prompt response to your inquiries, please contact the Assistant Dean of Workforce Training, or the Dean of Workforce, as soon as possible. Their contact information is provided below:

<table>
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<tr>
<th>Julia Garcia, Dean of Workforce Training</th>
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<tbody>
<tr>
<td>(830) 569-4222 X1202</td>
</tr>
<tr>
<td><a href="mailto:jgarcia@coastalbend.edu">jgarcia@coastalbend.edu</a></td>
</tr>
</tbody>
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<tr>
<th>Noemi Aguilar, Assistant Dean of Workforce Training</th>
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<tbody>
<tr>
<td>(361) 354-2306</td>
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<tr>
<td><a href="mailto:aguilar@coastalbend.edu">aguilar@coastalbend.edu</a></td>
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<th>Juanita Dominguez, Coordinator of Professional Services:</th>
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<tr>
<td>(361) 664-2981 X3028</td>
</tr>
<tr>
<td><a href="mailto:juanita@coastalbend.edu">juanita@coastalbend.edu</a></td>
</tr>
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"For students in this course who may have a criminal background, please be advised that the background could keep you from being licensed by the State of Texas. If you have a question about your background and licensure, please speak with your faculty member or the Assistant Dean. You also have the right to request a criminal history evaluation letter from the applicable licensing agency."

We wish you all the best in your education and encourage you to contact us if you have any questions or concerns.

Keeping student success in sight, faculty in each of the courses will review with students, course information with specific reading schedules, assignments, and testing information during the first week of class. Additionally, the course information will be posted to Blackboard (THECB 60x30TX compliance).

Course Description:
A study of the: research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application 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.

(NOTE: While traditional study skills courses include some of the same learning strategies – e.g., note-taking, reading, test preparation etc.- as learning framework courses, the focus of study skills courses is solely or primarily on skill acquisition. Study skills courses, which are not under-girded by scholarly models of the learning process, are not considered college-level, and therefore, are distinguishable from Learning Framework courses.)
Student Learning Outcomes:

Upon successful completion of this course the students will become better learners by:

1. Demonstrating strategies to strengthen academic performance to facilitate the transition to the college-level academic environment. (Critical Thinking, Communication, Empirical and Quantitative, Personal Responsibility)
2. Understanding and utilizing critical thinking skills, communication skills, goal-setting skills, and study skills to more effectively define, analyze, prioritize and pursue goals and analyze scholarly materials. (Critical Thinking, Communication, Empirical and Quantitative, Personal Responsibility)
3. Interacting appropriately with educational environments, students and expectations. (Critical Thinking, Communication, Personal Responsibility)
4. Understanding ethics and ethical decision-making situations. (Critical Thinking, Communication, Empirical and Quantitative, Personal Responsibility)
5. Understanding various cognitive theories, learning styles and personality types and their personal application to student success. (Critical Thinking, Communication, Empirical and Quantitative, Personal Responsibility)
6. Developing a more global perspective through discovering one’s relationship to the environment including academic and social arenas. (Critical Thinking, Communication, Empirical and Quantitative, Personal Responsibility)
7. Developing and strengthening personal skills necessary for college success including time management, stress management, and motivational skills. (Empirical and Quantitative Skills, Personal Responsibility)
8. Engaging in open dialogue among students and faculty to expand communications, educational, and mentoring skills and opportunities. (Critical Thinking, Communication, Personal Responsibility)
9. Research the career that student wants to major in, write a paper on career and do a final power point presentation.

CIP Code Description:

Lecture/Lab Hours: The class meets for three (3) lecture hours per week.

Textbook(s):
  CORNERSTONES FOR COMM COL SUC
  Author: SHERFIELD
  Edition: 2014
  ISBN: 9780321860590

Supplies:
  • Flash drive (or some way of saving files, google docs, etc.)
Teaching Methods: 1. Lecture  
2. Audio visual presentations  
3. Laboratory presentations  

Evaluation Methods: Will be based on the following criteria  
  Pre and Post  
  Test  
  Assignments  
  Attendance  
  3 Tests  
  Discussions  
  Career Exploration  
  Presentation  

Final letter grades will be assigned as follows:  
A = 900-1000 (90-100)  B = 800-899 (80-89)  C = 700-799 (70-79)  D = 600-699 (60-69)  F = 599 & below  

Regular attendance is essential for satisfactory achievement. Your participation will directly affect your grade. Daily attendance will be recorded. For hybrid classes, points will be deducted from your participation/attendance grade for more than one absence. Leaving class prior to dismissal time or arriving late will be counted as an absence. Online students must log in at least once a week and complete weekly assignments to meet attendance requirements. Please discuss absence concerns with your instructor. If you must stop attending, speak with your faculty advisor before withdrawing officially by the deadline.  

Grade scale: A 100 90 Points, B 89 80 Points, C 79 70 Points, D 69 60 F 59 & below  

Student Contribution: Each student is expected to spend three (3) hours per week preparing for class. Attendance is crucial for success in this course. Student must be self motivated for the success of this class. Student will be dropped after three (3) consecutive absences.  

Student Learning Outcomes: The student will research career, write a 3 page summary and a minimum of 5 slide powerpoint presentation on the career.  

Target: 90% will pass with an efficiency of 70% or better
Technical Support:

| Email Support: | helpdesk@coastalbend.edu  
|               | cabrigo@coastalbend.edu  
|               | ycharles@coastalbend.edu |
| Telephone Support: | 866-722-2838 ext. 2508 (Toll Free)  
|                   | 361.354.2508 (Direct Line) |
| Live Chat: | Fall/Spring Hours: Monday-Thursday 8 a.m. to 8 p.m.; Friday 8 a.m. to 5 p.m.  
|             | Summer Hours: Monday-Thursday 7 a.m. to 6 p.m. |

Tutoring Services: Coastal Bend College offers free tutoring services to all CBC students who need academic assistance. Services include One-on-One, Group, and Online tutoring to all current CBC students. The Tutoring Coordinator’s office is at CBC-Beeville in the Student Success Center (SSC), Room 140 which is in the R.W. Dirks building. The SSC’s hours of operation are Monday -Thursday from 8 am – 8 pm. Tutoring services are also available at all the CBC site locations and students can visit the site’s SSC. For questions regarding tutoring services, please contact the CBC Tutoring Coordinator at (361) 354-2838 ext. 2578 or visit us at our website at: http://coastalbend.edu/tutoring/.

<table>
<thead>
<tr>
<th>Beeville</th>
<th>Alice</th>
<th>Kingsville</th>
<th>Pleasanton</th>
</tr>
</thead>
</table>
| 3800 Charco Road  
Beeville, TX 78102  
1-866-722-2838 | 704 Coyote Trail  
Alice, TX 78332  
1-866-891-2981 | 1814 Brahma Blvd.  
Kingsville, TX 78363  
1-866-262-1615 | 1411 Bensdale  
Pleasanton, TX 78064  
1-866-361-4222 |

Grady C. Hogue Learning Resource Center (Library): Located on the Beeville campus, the operation hours are Monday - Thursday 8:00 a.m. - 6:00 p.m.; Friday 8:00 a.m.- 5:00 p.m.  
(Summer semesters will observe the CBC campus operation hours.) For locations and hours of CBC library in Alice, Kingsville, and Pleasanton sites please visit the library web page links below.

Grady C. Hogue Learning Resource Center (Library): http://lrc.coastalbend.edu/about  
Online Catalog : http://lrc.coastalbend.edu/catalog  
Library Website: http://lrc.coastalbend.edu/about  
Hours and Locations: http://lrc.coastalbend.edu/hours  

Pleasanton Public Library: https://pleasanton.biblionix.com/  
115 N. Main St., Pleasanton, TX 78064  
Monday – Friday 9:00 a.m. – 6:00 p.m.  
Saturday 9:00 a.m. – 1:00 p.m.
Financial Aid: Resources are available for students for financial aid, work study, and veteran benefits. For additional information, visit our website at www.coastalbend.edu/finaid or contact us at 361-354-2238. Office hours: Monday-Thursday 7-6 and Friday 8-5 (THECB 60x30TX compliance.)

ADA Statement: No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the College District, or be subjected to discrimination by the College District. Nor shall the College District exclude or otherwise deny equal services, programs, or activities to an individual because of the known disability of an individual with whom the individual is known to have a relationship or association. 42 U.S.C. 12132; 28 CFR 35.130(g).

See at: GA (Legal)

Students with Disabilities: Please notify your instructor of any modification/adaptation you may require to accommodate a disability-related need. You will need to provide documentation to the Director of Student Services so the most appropriate accommodations can be determined. Specialized services are available through the Office of Disability Services (SSB 4.104, 471-6259). For more information contact (361) 354-2300.

Scholastic Dishonesty: Each student is charged with notice and knowledge of the contents and provisions of Coastal Bend College’s rules and regulations concerning student conduct. All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. Scholastic dishonesty shall constitute a violation of these rules and regulations and is punishable as prescribed by Coastal Bend College Policies FLB (Local) and FM (Local). Scholastic dishonesty shall include, but not be limited to, cheating on a test, plagiarism, and collusion.

Use of E-mail for Official Correspondence to students: All students should be familiar with the college’s official email student notification policy. Students are expected to check their CBC email on a frequent and regular basis to stay current with college-related communications, recognizing that certain communications may be time-critical. CBC email format: last name with last four digits of social security number @study.coastalbend.edu and password is your student ID (ex. cougar1234@study.coastalbend.edu).

Copyright Law and Intellectual Property Rights Policy: Copyright is the right of an author, artist, composer or other creator of a work of authorship to control the use of his or her work by others. Protection extends to literary works, musical works, dramatic works, pantomimes and choreographic works, pictorial and graphic works, sculpture, motion pictures and other audiovisual works, sound recordings and architectural works. Generally speaking, a copyrighted work may not be reproduced by others without the copyright owner's permission. The public display or performance of copyrighted works is similarly restricted. Generally, the unauthorized reproduction, performance or distribution of a copyrighted work is copyright infringement and may subject the infringer to civil and criminal penalties. The Fair Use Doctrine outlines exceptions to this Law and is outlined in Coastal Bend College Policy, CT (Legal).

Coastal Bend College, its faculty, students and employees must comply with Copyright Law. Detailed information on Copyright Law and Intellectual Property Rights is available in Coastal Bend College Policy CT (Legal) and CT (Local).
Questions regarding this information should be directed to the Director of Library Services at: library@coastalbend.edu or the Office of Marketing and Public Relations at: socialmedia@coastalbend.edu.

**Intellectual Property: Student /Third Party Works:** Rights to copyrightable or patentable works created by a student or a third party, that is, not a College District employee, shall reside with the author/creator. Detailed information on Copyright Law and Intellectual Property Rights is available in Coastal Bend College Policy CT (Legal) and CT (Local).

Questions regarding this information should be directed to Library Services at: library@coastalbend.edu.

**NOTE:** The College website (www.coastalbend.edu) serves as the main source with the most current version of the Coastal Bend College Board Policies and the Coastal Bend College Catalog.

(1-9-2018)