Learning Frameworks
Fall 2017
Brazosport College

Instructor: Robert Irizarry, MA
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Phone: 979-230-3286 (Office - Leave a message)
Office Hours: Prior to class, after class or by appointment.
Online students can ask questions via email or set up an appointment to meet with Mr. Irizarry.
Office is located in Student Success Center (BC Central) - E210

WELCOME:
Well done! By enrolling in this course you are showing that you take your college experience seriously and intend to become a learner who takes responsibility for his/her academic success.

I hope you will not only learn a lot in this course but you will find it fun and engaging. Each lesson is made up of a series of different activities so you won't be expected to listen to me lecture the whole time! In fact, I hope we will co-create the experience by fully participating in the discussions, being an active member of the various peer-group activities, and communicating to me your thoughts and suggestions about the material I am about to share with you.

This course will only be challenging for anyone who refuses to bring 100% commitment to each lesson. That's not you...so let us look forward to you earning an A!

COURSE DESCRIPTION:
This course has been designed to expose students to a very different experience to what they may have had in other courses - in terms of:
• A welcoming environment
• Strong community-building component - including establishing trust with the instructor and clarifying course expectations in a fun, inclusive way
• Stimulating motivation for attendance and participation
• Connecting the purpose of this course (both for math success and overall success in college) with the student's personal interests and future direction.

The various topics being covered include: goal-setting, effective time management, note-taking strategies, how to undo “bad” academic habits, test-taking strategies, how to read a math textbook, and much, much more.

REQUIRES READINGS/SUPPLIES:
The instructor will occasionally distribute reading assignments. Students are required to read all assigned material. The reading load is not designed to be heavy. As with any lecture or discussion material, any reading material is fair game for exams, quizzes, or in-class discussions. Students are also required to take notes in every class, including the first day. Students are responsible to gather
materials and notes missed during their absence. It is the student’s responsibility not the 
instructors to collect any missing handouts given in class while they were absent.

The Class will require:
326-01793-0). This source will be counted as a major project grade, see Project section below.

Binder should be 2-2 1/2” thick
Please have 4 tabs: syllabus, journals, notes, assignments /quizzes. Keep all assignments and 
quizzes until you receive your final grade.

Save all your assignments and quizzes until you receive your final grade in MyBc.

LEARNING ENVIRONMENT:
A student’s enrollment in this class acknowledges he/she intends to learn course material. To that 
extent, certain behaviors that would impede this process will not be permitted. These include, but 
are not limited to, reading newspapers or books, text-messaging, surfing the web, answering cell 
phones, talking out of turn, etc. If you are not sure what is appropriate, please ask me. Students are 
responsible for knowing and following common sense rules of behavior. I am committed to creating 
and maintaining an open and productive intellectually engaging learning environment. Disruptive 
students will be instructed to leave the classroom – this is college, warnings will not be issued. Please 
also read the RESPECTFUL CLASSROOM BEHAVIOR document (Appendix A) for more information 
about appropriate behaviors and classroom expectations.

As a college student, you are expected to conduct yourself as a responsible adult. 
This includes, but is not limited to, attending class, seeking academic help, and 
addressing any problems you may have directly with your instructors. Rights and 
responsibilities of BC students are outlined in the BC Student Handbook and 
Calendar.

OBJECTIONABLE MATERIAL WARNING:
This is a college course and students should know that anything is fair game. The college classroom is 
a unique place in society where any ideas, opinions, and perspectives are welcomed and should be 
shared–respectfully. Students will find some of the material offensive, as they should. No 
inappropriate language.

LEARNING OUTCOMES:
By the end of this semester, through class lectures, videos, discussions, in-class activities, and a 
variety of written and other assignments, you will increase your written and oral communication 
skills, critical thinking abilities, and toolbox of study strategies.
HIGH LEVEL COURSE OBJECTIVES:
1. Students demonstrate a positive mindset toward learning and maintain motivation.
2. Students develop a process through which they change negative, self-defeating habits into positive habits.
3. Students make personal connections with peers, their instructor, and other campus support personnel.
4. Students develop and pursue useful goals.
5. Students demonstrate organization of time and study materials.
6. Students describe how to store and retrieve information from their memory.
7. Students demonstrate effective reading and note-taking strategies that enhance retention and comprehension.
8. Students distinguish effective test-taking strategies to be used before, during, and after taking a test.
9. Students employ critical thinking skills when approaching challenging tasks.
10. Students demonstrate written and oral communication that is appropriate to context and that effectively conveys meaning and logic.
11. Students identify future college and career pathways.
12. Students locate and use support center services.
13. Students use technology throughout the course.

COURSE REQUIREMENTS:
Students are required to complete all assignments, participate in class discussions and submit all written work according to the stated deadline. College instructors expect students to spend time outside of class reading, writing, and studying course material. Specifically, for every hour you are in class you need to study for two-to-three hours. This means working on this class material for approximately one hundred hours outside of class. This is college!

The breakdown of the requirements is as follows:

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<thead>
<tr>
<th>Percentage</th>
<th>Assignment</th>
<th>Notes</th>
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<tbody>
<tr>
<td>20%</td>
<td>Journaling/Online Discussions</td>
<td>Ongoing</td>
</tr>
<tr>
<td>20%</td>
<td>Participation/Quizzes/Attendance</td>
<td>Ongoing</td>
</tr>
<tr>
<td>30%</td>
<td>Midterm Exam (15%); Final Exam (15%)</td>
<td>See Class content</td>
</tr>
<tr>
<td>10%</td>
<td>Career Project</td>
<td>See Class content</td>
</tr>
<tr>
<td>10%</td>
<td>Semester Reflection Paper</td>
<td>See Class content</td>
</tr>
<tr>
<td>10%</td>
<td>Outliers Book Report</td>
<td>See Class content</td>
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</tbody>
</table>

Semester grades will be earned as follows:

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<tr>
<th>Grade</th>
<th>Percentage</th>
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<tbody>
<tr>
<td>A</td>
<td>90% and above</td>
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<tr>
<td>B</td>
<td>80% - 89%</td>
</tr>
<tr>
<td>C</td>
<td>70% - 79%</td>
</tr>
<tr>
<td>D</td>
<td>60% - 69%</td>
</tr>
<tr>
<td>F</td>
<td>59.9% and below</td>
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JOURNALING / Online Discussions (20% of semester grade):

The biggest single percentage of points for this course comes from completing regular journal assignments. These journal assignments are designed to help you reflect on the course material, your experiences outside of class and college, and stimulate new insights on becoming a more successful learner overall. The highest points will be received by students who demonstrate thought in writing their journals, write at least 250 words (maximum 500 words) on the assigned topic, and take care in communicating their thoughts through use of proper spelling, grammar, and complete sentences. **You are required to type your journal** (see section on “guidelines for written work”). **Assignments that do not follow this requirement will be penalized 30% of the grade.** When your journal is returned to you, please put it in your binder. **You will be graded on: introduction, understanding of topic, reflection, application, and grammar.**

Further instruction on the value of journaling and feedback on these activities will be given throughout the course.

DISCUSSIONS (Virtual Campus D2L)
You will be required to answer online discussion questions found in the virtual campus (D2L). To access the virtual campus you would need a BC user name and password the first week of class. The user name and password can be obtained from the technology department at Brazosport College (979-230-3266). To access the virtual campus, copy and paste the following URL
https://online.brazosport.edu
Discussions need to be completed weekly for the first 8 weeks.

ATTENDANCE / PARTICIPATION (20%)
Attendance is mandatory. Students in the online environment need to maintain attendance five out of seven days and complete all the assignments to be able to increase the likelihood of a good grade. All students are expected to attend every class, to arrive on time, and to remain the entire period. Likewise, you will frequently participate in in-class activities. It is your responsibility to find out what you missed in the case of an absence, for face-to-face course students. In college there is no such thing as an "excused absence." Students who are asked to leave the classroom for whatever reason by the instructor, who leave early/arrive late (more than 15 minutes), or who refuse to participate (such as failing to respond when asked a question or do not contribute to Success Team or Expert Group discussions) will be marked as absent.
Attendance grades are:
0 absences - 100%
1-2 absences - 90%
3-4 absences - 80%
5-6 absences - 70%
7 absences - 60%
8 absences - 50%

QUizzes
Quizzes will be assigned in the online class and students would have a class week to complete (Monday to Sunday) as to when the quiz is assigned. Face to face students need to complete the quizzes online by time assigned. If you do not take the quiz, you will receive a "0."

Projects (both projects are worth - combined - 20% of the final semester grade):
You will complete two projects this semester a Career Project (10%) and a Semester Reflection Paper - Five and Apply (10%). These are listed on the course calendar and more details for each project will be given in-class at the appropriate time. Students in face-to-face classes will be required to present their Career Projects using Power Point: guidelines for the power point are provided in the online supplementary class located in the virtual campus.

Exams (30%)
Students will complete three exams this semester - a midterm (15%) and a final exam (15%). The essay portions of the exams need to be submitted via dropbox using the virtual campus. The EXAMS WILL OPEN THE EXAM WEEK AS SPECIFIED IN THE SYLLABUS AND WILL CLOSE SUNDAY PF THE EXAM WEEK BY 11:30 PM. ANY PORTION OF THE TEST IS NOT TO BE TAKEN OR SUBMITTED LATE, THEY WILL BE GIVEN A 0 AS A GRADE.

Book Report (10%)
The Outliers is a book about success and therefore you are required to read and write a 400-500 word book report about what you have learned from the book, applying the content to your goals and present activities. This essay will be due the last week of class, the instructor will announce specific due dates during the semester.

Guidelines for Written Work:
In-class assignments and other written assignments must be completed in blue or black ink - any other work will not be graded. In-class work must also follow normal guidelines of Standard English - this includes complete sentences. Of course, you are not expected to create polished in-class work.

Out-of-class assignments must be typed with Times New Roman size 12 as the font, with one-inch margins on all four sides, and double-spaced. Please note that correct spelling, grammar, and a clear, easy-to-read format all count toward your grade. Use professional/formal/college English (this means NOT using text-message language, contractions, clichés, or slang, for example). The minimum word count is 250 words unless noted.
After graded work is handed back, you should wait 24 hours before asking any questions about the grade. During this time, you should review the feedback and any relevant notes. Grades will only be changed if the instructor made mistakes. You should have prepared clear and specific questions before inquiring about why a certain grade was assigned to your work.

**LATE WORK POLICY:**
Since a core focus of this course is to prepare you for experiences in higher education and/or your future in the workplace, completing work on time is considered highly desirable and an important asset to develop. For this reason, points will be deducted for late work. The best grade you can receive for late work is 70%. **Late work will not be accepted past one class meeting (see instructional schedule for due dates), assignments turned in after the next class meeting will not be graded or given a zero. This policy is subject to change only with extenuating circumstances.**

**ACADEMIC HONESTY:**
Brazosport College assumes that students eligible to perform on the college level are familiar with the ordinary rules governing proper conduct including academic honesty. The principle of academic honesty is that all work presented by you is yours alone. Academic dishonesty including, but not limited to, cheating, plagiarism, and collusion shall be treated appropriately. Please refer to the Brazosport College Student Guide for more information. This is available online at [http://www.brazosport.edu](http://www.brazosport.edu). Click on the CATALOGS AND SCHEDULES link under STUDENTS.

Academic dishonesty violates both the policies of this course and the Student Code of Conduct. In this class, any occurrence of academic dishonesty will be referred to the Dean of Student Services for prompt adjudication, and will, at a minimum, result in an “F” this course. The Dean of Student Services may impose sanctions beyond your grade in this course.

**STUDENTS MUST COMPLETE ALL WORK INDEPENDENTLY UNLESS OTHERWISE INSTRUCTED. PLAGIARISM, CHEATING, OR ANY RELATED OFFENSES WILL RESULT IN AN AUTOMATIC ZERO FOR THAT ASSIGNMENT - NO EXCEPTIONS; NO EXCUSES WILL BE TOLERATED!**

See pages 12-16 in your Student Guide and Calendar for more specific information.

**WITHDRAWALS:**
If you need to drop the course for whatever reason, it is your responsibility to inform the instructor officially (i.e., in writing) in a timely manner. It is your responsibility to drop the class. **THE INSTRUCTOR WILL NOT DROP STUDENTS FOR ANY REASON.** All students who remain in the course will receive a grade based on their performance. The last day to withdraw is November 2, 2017.
**ACCOMMODATIONS:**
Brazosport College is committed to providing equal education opportunities to every student. BC offers services for individuals with special needs and capabilities including counseling, tutoring, equipment, and software. Please contact: Phil Robertson, Special Populations Counselor, (979) 230-3236 for further information. Students must notify the instructor of any accommodations during the first week of class.

**EMAIL BASICS:**
Communicating with others via email is an important skill to succeed in today’s world. It is critical to know the audience when communicating in this medium. When you communicate with your instructor or your peers, you should be mindful of how your message may be interpreted. Please consider the following guide when communicating with instructors:

1. Appropriate salutation (e.g., Dear Mr. Irizarry).
2. Brief introduction of yourself (especially important early on in the semester) so the instructor knows who you are.
3. Subject heading that includes the class identifier.
4. Subject heading that indicates the general nature of your communication (e.g., Question about Career Project).
5. Polite closing (e.g., Thanks, Best Wishes, Sincerely, Cheers, etc.).
6. Write a short message that is to the point.
7. PROOFREAD, PROOFREAD, PROOFREAD.
8. Avoid slang, text-message language, and acronyms (e.g., LOL).
9. Avoid sending an email when you are angry or upset.

Please check your MyBc email or on D2L/Announcements and email often.

**TIPS FOR BEING SUCCESSFUL:**
This is not designed to be a difficult course. If you attend every class, take good notes, complete assignments, and study outside of class, you should have no problem earning a good grade in this course. The instructor is available to students for any questions or concerns about the subject material.

**Dual Credit Students:**
To find a copy of your Dual Credit Handbook, log on to the Brazosport College home page and follow the steps listed: click on “Students,” then click on “See a Counselor,” then click on “Dual Credit,” then click on “Counselors and Handbooks.”

**DISCLAIMER:**
The course instructors reserve the right to make changes to any part of the course requirements, assignments, policies, deadlines, content, etc. You are responsible for keeping track of any and all changes. The instructors assign grades solely based on performance, not effort or anything else. If you anticipate any difficulty meeting course requirements or deadlines, you should contact the instructors well in advance. If an emergency
should happen (e.g., hospitalization), formal documentation is required, and the instructor will be more than happy to help the student to complete the course successfully.

COPYRIGHT PROTECTION:
All federal and state copyrights reserved for all original material presented in this course through any medium, including lecture or print. Unless otherwise noted, all course materials are the intellectual property of the instructors and are thus copyrighted. Individuals are prohibited from being paid for taking, selling, or otherwise transferring for value, personal class or other information notes made during this course to any entity without the express written permission of the instructors. In addition to legal sanctions, students found in violation of these prohibitions may be subject to disciplinary action from the college administration.

FINAL WORDS:
I am delighted you have chosen to enroll in Frameworks for Mathematics and Collegiate Learning. I commend you for placing such importance on doing well in college and developing skills that will not only potentially help you improve your grades and standing in college, but ensure you become a lifelong learner.
Syllabus Appendix A

RESPECTFUL CLASSROOM BEHAVIOR

We all benefit when:

- Everyone feels comfortable and free to share their thoughts in a safe and supportive environment. Please consider this before challenging, questioning, or contradicting the input of other students.
- All students understand they are being listened to in their own time, in their own way. This includes students who make speak slower or take a longer time to articulate their thoughts than you. Please do not interrupt a student who is still speaking; wait until they have finished before making your contribution to the discussion.
- We actively listen to other’s opinions and insights. “Active listening” means
- Contributions made to discussions are thoughtful, supported by examples (to make the meaning clearer) or evidence (e.g., sharing the original source).
- We are willing to take risks in sharing opinions that might be different to those ascribed to by the majority. Diversity of thought is as much a classroom asset as all other, more established, forms of diversity!
- You do not just accept something the instructor says – that you do not understand or agree with – without comment. No instructor minds being intellectually challenged, as long as it is done respectfully.
- Someone asks a question…because the chances are, someone else in the class wanted the answer but were too shy or nervous to ask. So you are doing someone else, not just yourself, a favor.
- We choose to engage fully in class discussions. Let us make them as lively and rich as possible; that is your responsibility as well as the instructor's.

Additional points to consider on making contributions:

- If you only thought of something after we had concluded class, take the opportunity to raise the issue in an online thread (Blackboard or equivalent).
- Remain open-minded! It is a myth that smart people stick to their original views. In fact, the smartest people are those who are willing to be swayed by reasoned argument and revise their views and opinions accordingly.
- Do take the opportunity to further class discussions in your Success Teams and/or study groups. You more you actively “work with” the material we cover, the more embedded in long-term memory it will be.
- Remember, the richness of this course experience – for you and for your peers – depends on you playing an active role in contributing to discussions. Speak up!
| Week of: 8/28 | Building the Foundation for Our Success  
Discus Syllabus and Course requirements  
Finding the Support to Be Successful  
Major assignments discussion (Career Project/Semester Project/Book Report)  
Online Discussion – My Story (Due by Sunday 11:30 PM) |
|---|---|
| 9/4 | The Plastic Brain  
Metacognition  
Online Discussion week two (Due by Sunday)  
9/4 Holiday |
| 9/11 | Technology available at BC  
Note Taking  
Online Discussion week three (Due by Sunday of this week) |
| 9/18 | A look at Information Literacy /Fundamental Attribution Error  
Critical Thinking |
| 9/25 | Memory and Learning  
Improving your Reading Comprehension |
| 10/2 | Time Management  
Goal Setting  
**Career Project Presentations**  
**Career Projects Due** |
<p>| 10/9 | <strong>Career Project Presentations</strong> |</p>
<table>
<thead>
<tr>
<th>Date</th>
<th>Topic</th>
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<tr>
<td>10/16</td>
<td>Doing Well in Exams</td>
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<td>Human Experience and Stress</td>
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<td>10/16</td>
<td>Mindset</td>
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<td>Midterm - Online Exam</td>
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<td>10/23</td>
<td>BC Library Resources</td>
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<td>Scholarly Research</td>
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<td><strong>Research Paper</strong> (Due November 27, 2016)</td>
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<td>Online Discussion (Due by Sunday of this week)</td>
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<td>10/30</td>
<td>Career Advising</td>
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<td>Emotional Intelligence</td>
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<td>Online Discussion (Due by Sunday of this week)</td>
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<td>Working with Groups</td>
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<td>Effective Oral Communication</td>
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<td>Online Discussion (Due by Sunday of this week)</td>
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<td>11/13</td>
<td>The Outliers Discussion and Quiz</td>
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<td>11/20</td>
<td>Thanksgiving Holiday</td>
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<td>11/27</td>
<td>Learning Style</td>
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<td>Health Considerations</td>
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<td>Dear Frameworks Letter</td>
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<td>12/4</td>
<td>Final Exam (Multiple Choice and Essay) - Online</td>
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<td>Final Exam Debrief</td>
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LEARNING FRAMEWORK STUDENT CONTRACT

I (insert full name - print) ________________________________________________, confirm that I have read and understood the syllabus and course expectations for Learning Frameworks and fully commit to adhering to the instructions given, including appendices.

Special acknowledgment of course details (initials required)

- In lieu of a textbook, students will be required to print copies of course handouts, articles, and materials before class.  

- **Attendance is mandatory; students who have Five or more absences will automatically receive an “F” for the semester.**  

- **Withdrawal Policy** - It is the student’s responsibility to officially drop the class.  

Signed: ___________________________ Date: ___________________________