



**BOISE STATE UNIVERSITY**

CONCURRENT ENROLLMENT

## **MCAPS 101 (Junior) Syllabus**

### **Academic Success**

**Fall 2017**

**Instructor:** Kyle Miyauchi

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### **Course Description:**

This course focuses on the development of skills, attitudes, and behaviors associated with academic and career success. This course will also familiarize students with campus academic resources, support services, opportunities for involvement and service, and career planning. This course is designed to meet the needs of undergraduate students and is not recommended for students with upper-division standing.

### **Required Text:**

*Becoming a Learner: Realizing the Opportunity of Education*

By Matthew Sanders

ISBN-13: 978-1-4675-3634-9

<http://www.becomingalearner.com/>

### **Learning Outcomes:**

1. Understand university and major specific graduation criteria; create a graduation plan.
2. Identify campus resources, academic and cultural expectations, and opportunities for engagement.
3. Analyze and evaluate current values, habits, and behaviors related to academic success. Create plan to maximize strengths and make improvements in areas for growth.
4. Implement strategies proven to increase efficiency and effectiveness in learning and retaining information.

### **How To Do Well In My Class:**

#### **Classroom Rules and Procedures**

1. Be on time. If you aren't in your seat when the tardy bell stops ringing, you are TARDY
2. Follow all directions.
3. Respect self and others.
4. Be prepared. Bring pens (blue/black), loose-leaf paper, composition book, and all projects and assignments. If you have to return to your locker, you will be marked tardy.

#### **Other Important Information:**

1. Students and parents should check Skyward for grades. Students should check the whiteboard daily for classwork and homework.
2. On-line discussions and activities in Google Classroom must be completed with the same respect and professionalism required for in-class discussions and activities. Students are responsible for joining the group for their class.
3. If you have questions, concerns, or comments, please discuss them with me directly.
4. I will not accept messy, torn, stained, folded, and/or incomplete assignments. Your work should show that you care.
5. Be responsible. Example: If your computer quits working, then handwrite your assignment, come to school as early as possible, and use a school computer to type it.

**MAKE AN EFFORT NOT AN EXCUSE**

6. You must ask for a pass to use the restroom.
7. FIRE ALARM-- My classes will relocate to the faculty parking lot. If the alarm sounds between classes, you are to report to the outside meeting place for your next class.

**Discipline:**

1. quiet warning or “the look”
  2. verbal warning
  3. conversation in the hall
  4. notice sent home
  5. referral to office
- \*any of the above steps may be skipped in extreme situations, and a student will be sent immediately to the office

**Paper Heading:**

All paper headings should follow MLA format: Your name, my name, class name, and date typed; all doubled spaced in the upper left corner.

**Grading Scale:**

**MHS Grading Scale:**

Score Method	Term Grades (MHS Policy)	Grading Scale (MHS Policy)
<b>Weighted Grades:</b> 70% summative (portfolio elements) 20% formative 10% participation	<b>Fall</b> Quarter 1=40% Quarter 2=40% End of Course Assessment=20%  <b>Spring</b> Quarter 3=40% Quarter 4=40% End of Course Assessment=20%	A=90%-100% B=80%-89% C=70%-79% D=60%-69% F=Below 60%

**Boise State University Grading Scale:**

Letter Grade	Percent
A+	97-100
A	92-96
A-	90-91
B+	87-89
B	82-86
B-	80-81
C+	77-79

Letter Grade	Percent
C	72-76
C-	70-71
D+	67-69
D	62-66
D-	60-61
F	below 60

**Academic Integrity (MHS Policy):**

All work submitted by a student must represent his/her own ideas, concepts, and current understanding. All material found during research must be correctly documented/cited to avoid plagiarism. Any student caught cheating or plagiarizing on course assignments or exams will lose credit for that assignment or exam. The teacher will notify parents. Students may be subject to disciplinary action, including a parent conference.

## **Make-Up Work (MHS Policy):**

Papers, assignments, tests, etc. that were announced while the student was in attendance prior to the absence are due to be submitted or completed on the day the student returns to school. A student will be allowed two (2) school days for each day of excused absence to make up material presented during the absence. Make-up time is not to exceed ten (10) days from the time a student returns to school after an absence. Additional time may be granted at the principal's discretion under extenuating circumstances. When a student has been absent for three (3) or more consecutive school days due to illness or excused absence the parent or student may call the Attendance Office to request make-up homework be sent to the office for pick-up. Please allow 24 hours for teachers to respond before coming to the office to pick up work. **In the case of pre-arranged absences, it is the responsibility of the student to contact individual teachers for any make-up work prior to the absence.**

**NOTE:** In all cases, it is the responsibility of the student to obtain and turn in any missing work

## **Student Code of Conduct:**

Refer to Boise State's Student Code of Conduct for definitions of cheating, plagiarism, and other forms of academic dishonesty as well as policies and procedures for handling such cases. The Code of Conduct can be found at <http://deanofstudents.boisestate.edu/student-code-of-conduct/>.

## **Disability Resources and Accommodations:**

Students with disabilities needing accommodations to fully participate in this class should contact the Disability Resource Center (DRC). All accommodations must be approved through the DRC prior to being implemented. To learn more about the accommodation process, visit the DRC's website at <http://drc.boisestate.edu/students/getting-started/>.

## **COURSE CONTENT AND ASSIGNMENTS**

### **MODULE 1: Being a College Student**

<b>Unit</b>	<b>TOPIC AREA AND GOAL</b>	<b>CONTENT OVERVIEW</b>	<b>EXAMPLE ASSIGNMENTS</b>
	Code of Conduct Shared Values Cultural Expectations	<ul style="list-style-type: none"><li>● Appropriate behavior and consequences</li><li>● Plagiarism and cheating</li><li>● Communication etiquette</li><li>● Diversity/Inclusive Language</li></ul>	<ul style="list-style-type: none"><li>● Online module on plagiarism through Boise State Library</li><li>● Case studies and discussion</li><li>● Examples of target behavior</li><li>● Guest Speaker (library)</li></ul>
	Being on a college campus	<ul style="list-style-type: none"><li>● Resources</li><li>● Student Engagement</li><li>● Student Clubs- Student Life- Leadership</li><li>● Events</li></ul>	<ul style="list-style-type: none"><li>● Campus tour</li><li>● Scavenger hunt</li><li>● Resource fair</li><li>● Engagement paper after event</li></ul>
	Becoming a Learner	<ul style="list-style-type: none"><li>● What it means to be a learner</li><li>● Purpose of Higher-Ed</li></ul>	<ul style="list-style-type: none"><li>● "Becoming a Learner" reading</li><li>● Discussion</li><li>● Reflection</li></ul>

		<ul style="list-style-type: none"> <li>● Examining what you want out of college</li> <li>● Motivation/Goal Setting</li> </ul>	<ul style="list-style-type: none"> <li>● Blogs/Vlogs</li> <li>● What are your past educational experiences? How will that be different from college?</li> </ul>
	Learning how to Learn	<ul style="list-style-type: none"> <li>● How your brain works</li> <li>● Enhancing comprehension</li> <li>● Bloom’s Taxonomy</li> <li>● “Grit” and Growth Mindset and Resiliency</li> </ul>	<ul style="list-style-type: none"> <li>● videos (Khan Academy, TedTalk)</li> <li>● self-assessments</li> <li>● reflections</li> <li>● readings</li> </ul>
	Academic Habits: Skills and Behaviors for Success	<ul style="list-style-type: none"> <li>● How habits are formed and broken</li> <li>● Time management</li> <li>● Procrastination</li> <li>● Test anxiety</li> <li>● Test Success</li> <li>● Reading</li> <li>● Note Taking</li> <li>● Stress Management and Healthy Balance</li> </ul>	<ul style="list-style-type: none"> <li>● overview video of the <a href="#">habit loop</a>.</li> <li>● "<a href="#">habit change</a>" assignment</li> <li>● skill building workshops on campus or online</li> <li>● create study schedules</li> <li>● time log and journals</li> <li>● reflection essays</li> <li>● pre and post self assessment</li> </ul>

MODULE TWO: ACADEMIC AND CAREER PLANNING

LESSON	TOPIC AREA AND GOAL	CONTENT OVERVIEW	EXAMPLE ASSIGNMENTS
	Career Exploration and Planning	Skills and traits for Employability; Career readiness	<ul style="list-style-type: none"> <li>● Boise State Career Center Modules and assessment tools</li> <li>● Resume writing workshop</li> <li>● Interview skills</li> <li>● Informational interview/job shadow</li> </ul>
	Major Exploration	Major Exploration	<ul style="list-style-type: none"> <li>● Research multiple majors</li> <li>● Self-assessments</li> <li>● Interview faculty member</li> <li>● Explore admissions and requirements for specific majors</li> </ul>
	Academic Graduation Plan	<ul style="list-style-type: none"> <li>● Advising</li> <li>● Degree Plans</li> <li>● Internships and Study Abroad</li> </ul>	<ul style="list-style-type: none"> <li>● Meet with an advisor</li> <li>● Explore Degree Tracker</li> <li>● Create a Four Year Plan</li> <li>● Research internships and study abroad with reflection on how these fit into degree plan</li> </ul>

	Financial Planning and Literacy	<ul style="list-style-type: none"> <li>● Paying for School</li> <li>● Understanding financial aid and private loans</li> </ul>	<ul style="list-style-type: none"> <li>● Scholarship research</li> <li>● FAFSA101</li> <li>● Loan repayment plans</li> <li>● Vocabulary/Glossary of Terms Quiz</li> <li>● Essay writing practice</li> </ul>
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MODULE THREE: SENIOR PORTFOLIO

LESSON	TOPIC AREA AND GOAL	CONTENT OVERVIEW	EXAMPLE ASSIGNMENTS
	Individual Plan of Success	Incorporate module 1 and 2 content into your own life. What are your goals and how will you achieve them in college?	<ul style="list-style-type: none"> <li>● Paper</li> <li>● Presentation</li> <li>● Video</li> </ul>

**Student & Parent Resources**

School Website: <http://mhs.ms134.org/>

Google Classroom: class code to be announced

**Please print this page, sign it, have your parents sign it, and return it to your instructor.**

## MCAPS (Junior) Syllabus Assignment Sheet

I, \_\_\_\_\_, and my parents have read and understand the MCAPS (Junior) syllabus. I agree to put forth my best effort to accomplish the goals and expectations stated in the syllabus.

Signatures:

Student \_\_\_\_\_ Class Period \_\_\_\_\_

Parent \_\_\_\_\_

Date \_\_\_\_\_