ORIN 1100-67ECH
First Year Experience (FYE)

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1) **Catalog Description of the Course (ORIN 1100- FYE):**
A one-hour course required of all students as entering freshmen effective Fall 2015. Must be completed within the first 30 hours. Designed to help prepare students for integration into and success in college. Topics include improving study skills, time management, financial literacy, and informed educational and personal decision-making. Opportunities to discover and apply learning styles and develop plans for career development. A service learning component is included. Completion of the course is required for graduation from Navarro College for students enrolled prior to Fall 2015 and seeking the AA, AS, AAT, or AAS degrees.

2) **Introduction and Rationale for the Course:**
ORIN 1100 is a comprehensive and active course that prepares students for success throughout their college career. The overall goal of the course is to facilitate a smooth transition to college life by engaging students in a structured environment to enhance their academic, personal, and community goals. This course aims to accomplish the following:

1. Foster a sense of belonging and connection to Navarro College
2. Promote engagement on campus and in the community
3. Articulate to students the expectations of the college
4. Help students develop and apply learning strategies and critical thinking skills
5. Help students cope with various transitional issues

3) **Instructional Materials:**
A textbook is not required for this course.
4) **Student Learning Outcomes (SLOs):**
1. Students will participate in a service learning or community event.
2. Students will define and apply principles of critical thinking skills.
3. Students will attend campus events or approved off-campus events.
4. Students will explore career goals and design a program of study based on academic and career goals.
5. Students will identify their learning styles and apply to their classes.
6. Students will identify transitional issues common to first year students and explore solutions.
7. Students will be able to identify campus resources and services.
8. Students will be able to define financial literacy and explore sound financial decisions about debt and budgeting.
9. Students will be able to distinguish between cumulative and semester GPA and know how to read a degree plan.
10. Students will gain knowledge of the history and culture of Navarro College.

5) **Method of Instruction:**
This course will meet on Friday’s at Waxahachie Global High School during the Advisory period.

6) **Method of Evaluation:**
Your grade will be determined by your attendance, participation, and completion of course requirements. Please refer to this syllabus for assignment due dates, points, and the grading scale. Specific instructions regarding the method for submitting assignments are available on each assignment and can be found on Schoology in the course tab. You will be asked to submit some assignments via Schoology, email, and printed hard copies.

7) **Academic Dishonesty:**
Students are expected to do their own work at all times. Any student guilty of dishonesty in academic work is subject to disciplinary action as provided by the student code of conduct at Navarro College AND may receive a failing grade in the course. Other penalties may also apply. Cheating is a serious offense with serious consequences. Consult the student handbook for more details.

8) **Late work/Makeup Exams:**
Students have multiple days for completion of all graded assignments and the due dates for all assignments are published at the beginning of the term. Thus, late work will not be accepted unless the circumstances communicated to the instructor are deemed to be beyond the reasonable control of the student.

9) **Additional Course Requirements:**
This class includes participation in events outside of the classroom. Students are expected to participate in all activities scheduled outside of the classroom.

10) **Services for Students:**
Tutoring services are available for a variety of course subjects at Waxahachie Global High School.

11) **Subject to Change:**
The course syllabus may be changed as the term progresses at the discretion of the instructor.
12) **Grading Criteria/Schedule of Activities:**
Grades on final grade report will be based on the total number of points accumulated. Students may accumulate a total of 280 points from completion/participation in the following activities:

<table>
<thead>
<tr>
<th>Activities</th>
<th>Lesson</th>
<th>Points</th>
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</thead>
<tbody>
<tr>
<td>Introduction</td>
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<td>Financial Responsibilities</td>
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<tr>
<td>Influences in your life</td>
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<td>10</td>
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<tr>
<td>Past Experiences</td>
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<td>Public Speaking</td>
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<tr>
<td>Career Investigation</td>
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<td>10</td>
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<tr>
<td>Building Relationships</td>
<td>7</td>
<td>10</td>
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<tr>
<td>Embracing Diversity</td>
<td>8</td>
<td>10</td>
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<tr>
<td>Using Technology</td>
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<td>10</td>
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<tr>
<td>Building Self-Esteem</td>
<td>10</td>
<td>10</td>
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<tr>
<td>Improving Study Habits</td>
<td>11</td>
<td>10</td>
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<tr>
<td>Note-Taking Strategies</td>
<td>12</td>
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<tr>
<td>Time Management</td>
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<tr>
<td>Listening to Learn</td>
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<td>Online Courses</td>
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<td>Internet Research</td>
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<td>Internet Research</td>
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<td>Evaluating Websites</td>
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<td>Copyright</td>
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<td>Plagiarism</td>
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<td>Choosing a College</td>
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<td>10</td>
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<tr>
<td>Planning for College</td>
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<td>10</td>
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<td>Transitioning into College</td>
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<td>10</td>
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<tr>
<td>Being Successful in College</td>
<td>27</td>
<td>10</td>
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<tr>
<td>Tips for Choosing a Career</td>
<td>28</td>
<td>10</td>
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<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>280</strong></td>
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</table>

The grading scale is as follows:
- A 252-280
- B 224-251
- C 196-223
- D 168-195
- F <167

13) **Attendance/Withdrawal Policy:**
Attendance and preparation for class are important. Each student is expected to be present, on time, and prepared for all class meetings unless other arrangements have been made in advance. Excessive absences are defined as the equivalent of one week of classes in an 8-week semester and may result in the student being dropped from the course. Absence is defined as not being present when the roll is called. If you must be late to class due to extraordinary circumstances, please quietly enter the room and take your seat. However, if roll
call has already been conducted, you will remain on the roll of absentees for the day despite your late arrival.

14) **Special Notes:**
According to current Texas law, dropping a course may have serious consequences. Under most circumstances, a maximum of 6 courses may be dropped throughout the entire undergraduate degree program. Before you decide to withdraw from this or any other course, make sure you understand the consequences. For more information see the Office of the Registrar.

Although the instructor may withdraw you from the class for excessive absences, the responsibility for doing so belongs to you! If you are unable to complete the course, you must withdraw from it formally in the office of the registrar if you wish to avoid receiving a failing grade. College transcripts are a lifelong attachment!

Failure to withdraw may result in your name remaining on the class roll and you will receive an ‘F’ at the end of the semester.

Deadlines for withdrawing from the course and their associated consequences to your college transcript are recorded in the course bulletin.

If you experience difficulty in this course or in meeting the class schedule, contact the instructor immediately to discuss your options.

All drop slips must be signed by the instructor unless the student is completely withdrawing from Navarro College.

15) **Classroom Policies:**
1. **Course Content and Rigor** - College-level courses may include controversial, sensitive, and/or adult material. Students are expected to have the readiness for college-level rigor and content.

2. **Email** - All Navarro College students are required to use their Navarro College email to correspond with instructors and other Navarro College personnel.

3. **Electronic Devices in Classrooms** – The students in the College Orientation class will comply with the Student Code of Conduct for Waxahachie Global High School.

4. **Food and Beverages in Classrooms** – Waxahachie Global High is proud of the appearance of the campus and facilities. In order to assist in keeping facilities clean, no food of any type is allowed in any classroom or laboratory. Food is defined as any edible food except gum and cough drops. If you must carry food with you to be consumed elsewhere, the food must be in a backpack or a closed bag and out of view.

5. **Disruptive Classroom Behavior Policy** – Waxahachie Global High seeks to promote a teaching and learning environment free from material and substantial classroom disruptions.

Teachers have the authority and responsibility to effectively manage their classroom environments. Instructors may determine the time and manner for student questions and
expression of points of view in the instructional setting. Accordingly instructors should establish, communicate and enforce reasonable rules of classroom behavior and decorum via the syllabus and classroom discussion. This policy is not intended to discourage appropriate classroom expression, discussion or disagreement, but to promote respectful interactions.

Disruptive behavior is prohibited. "Disruptive behavior" means conduct that materially or substantially interferes with or obstructs the teaching or learning process in the context of a classroom or educational setting. Disruptive behavior includes conduct that distracts or intimidates others in a manner that interferes with instructional activities, fails to adhere to an instructor’s appropriate classroom rules or instructions, or interferes with the normal operation of the College.

6. Tobacco Free Campuses - The use of any tobacco products or other related devices (e.g. cigarettes, pipes, cigars, electronic cigarettes, vapor devices) is prohibited in WISD buildings and on WISD grounds, including parking areas and structures, sidewalks, walkways, and WISD-owned buildings.

16) Quality Enhancement Plan (QEP):
The focus of the Navarro College QEP is to increase student completion in developmental and credit-bearing mathematics courses necessary to meet degree requirements. This initiative is designed to support student learning in mathematics and assist students in meeting their educational goals. The QEP theme/logo: Together Everyone Achieves Math Mastery – TEA(M)²

17) Civility:
In keeping with its rich traditions, Waxahachie Global High pledges to maintain a civil campus climate in which students, employees, and visitors can experience a safe, mutually supportive, academically encouraging, egalitarian, & tolerant community. Civility is the act of formal politeness and courtesy in behavior and speech. Civility is defined as “good citizenship and orderly behavior.”

Respect, Civility, Integrity, Honesty - Respect, Civility, Integrity, and Honesty are not just words; they are intentions that must be present in all interactions within the Waxahachie Global High Community.

IDs and Lanyards - All faculty, staff, students, and guests must wear approved Waxahachie ISD identification. For most this consists of an ID visibly displayed, commonly on a lanyard. Visitors must wear unique badges identifying them so that all can greet them and ensure their visit is pleasant. Administrators are present on various portions of the campus to ensure all are properly identified and that unauthorized visitors are removed from campus.

Dress - Students are expected to dress appropriately, following the WISD dress code.

Noise - Out of respect for all, if others can hear your use of audio communication (e.g., music, voice, audio), it is too loud.
18) **EEOC Statement:**
Navarro College shall comply with existing federal and state laws and regulations, including the Civil Rights Act of 1964 (P. L. 88-352) and Executive Order 11246 (Revised Order #4), where applicable, with respect to the availability of student loans, grants, scholarships, and job opportunities, with respect to the employment and promotion of teaching and non-teaching personnel, with respect to the student and faculty activities conducted on premises owned or occupied by the College. Navarro College shall not discriminate either in favor of or against any person on account of race, color, religion, creed, sex, age, national origin, ancestry, handicap, marital status or veterans’ status.

19) **Navarro College Disability Services Statement:**
Navarro College is committed to providing all students equal access to learning opportunities. The Disability Services Office (DSO) is the campus office that works with students who have disabilities to provide and/or arrange reasonable accommodations. Student who have, or think they may have, a disability (e.g. mental health, attentional, learning, vision, hearing, physical, or systemic) are invited to contact the DSO at 903-875-7377 or the appropriate Navarro College Disability Services Representative on your campus to arrange a confidential discussion. Additional information is available at the DSO website: http://www.navarrocollege.edu/support-services/disability-services/