

Los Angeles Mission College
Personal Development 17-1 unit (CSU)
College Survival Skills and Development
STEM PROGRAM

Instructor: Marina Sangkavichai M.S.

Meeting time and Classroom: Mondays ONLY from 8:00am-8:55am CMS 126

Email: sangkam@lamission.edu

Office Hours: after class by appointment (please notify instructor)

Course Description: This course is designed to help student gain an understanding of the process of learning and acquire the skills and behaviors necessary to be successful in college. Students will learn about the opportunities, resources, and support services available at Los Angeles Mission College. This course will provide instruction, guidance and practice in areas essential to academic success.

Prerequisite: Be currently active in the STEM program

Required Text: College Success Simplified (3rd Edition) by Enid Leonard

Student Learning Outcomes:

At the end of this course, you will be able to:

- Identify at least three student services that will enhance your attainment of your educational objective.
- Recognize the demands of the college environment in relation to the need for effective time management and study strategies.
- Apply self-reflection and critical thinking to your learning and development

- Course Objectives: Welcome to Personal Development 17. Here is a list of some of the exciting things you will learn in this class:
 1. Increase self-motivation. You will learn to create greater inner motivation by discovering your own personally meaningful goals and dreams.
 2. Improve personal self-management. You will learn numerous strategies for taking control of your time, energy, allowing you to move more effectively and efficiently toward the accomplishment of your goals and dreams.
 3. Master effective study skills. You will learn how to raise your grades in college by improving essential skills like reading, note-taking, memorizing, studying and test taking.
 4. Stress management. You will learn effective strategies on how to deal with stress while increasing your inner sense of well-being.
 5. You will also learn more about STEM careers, what courses to take, and the importance of volunteering and community work.

Assignments:

Quiz 1=25 points

Quiz 2=25 points

Two Page STEM essay=25 points

Lifestyle Change Paper (3-5 pages)=50 points

Class participation (Based on attendance for all speaking engagements and completed in class exercises)=25 points

Total points possible=150 points

In order to pass this course, you must have a minimum of 120 points or more to pass this course. Remember each assignment counts! 120 points or more will result in a PASS for the course. It is a one unit, pass/no pass grade.

Please take this course seriously as a NP in a personal development course reflects negatively on your transcript.

Quizzes are allowed ONE make up only for the semester. A student is allowed only ONE extension on an assignment for any reason. I only allow one extension so please use it wisely and only for good reason! After that, no late work will be accepted!!!!!!

Rules for Passing This Course

1. Have excellent attendance (attend ALL class sessions ON TIME!) This course is only once a week, for 55 minutes. Though it is at 8:00am, I expect everyone to be in class, on time and ready to learn! No excuses. If you are not a morning person, this course will not work for you!
2. You are expected to read all assigned chapters before class begins!
3. Do not have more than 2 excused or unexcused absences.
4. Class participation (Speak up! I encourage you to ask questions and share your own thoughts, stories, ideas etc. Shyness is not an option. I also expect you to attend all speaker workshops! That is a very important part of your class participation grade!)
5. Be respectful of others points of views and opinions. Be respectful of the instructor.
6. Complete ALL the work assigned and follow directions in a conscientious manner
7. Do not under any circumstance TEXT or FACEBOOK while in class! That is an absolute no-no and will negatively affect my impression of you as a student. Good habits will be formed in this course!
8. Ask questions and visit me in the STEM office!

Assignments in detail

Two quizzes worth **25 points** each will be given in class.

Lifestyle Change Paper

A final paper is required. It must be 3 to 5 pages, TYPED, double spaced. The topic of this paper will be on a Lifestyle Change. What have you learned in this class? What techniques have you applied and what was the outcome? What is your definition of success? Use these questions as guides to help write your paper. You must also present your paper to the class. The assignment is worth **50 points. Due May 20, 2013.**

STEM Career Essay

Please write a two to three page essay, double spaced, TYPED on why you've chosen to pursue a career in the Science, Technology, Engineering and Math fields. What will you do to obtain this goal and what do you find interesting about this field? What do you hope to contribute? What are your goals and most importantly, how will your work contribute to your community and if applicable the world at large. What skills and qualities do you possess that will help you achieve this goal. In addition, mention some of the class requirements for your chosen major (you may have to research this if you haven't done an education plan or look at a few websites.). You don't have to answer these questions in this particular order but use these questions as guides for your paper. This paper is worth **25 points. Due May 6, 2013**

Class Participation

Up to **25 points** will be given for excellent class participation, attendance, and completion of in class exercises. Students who participate read all assigned chapters before class, ask and answer questions during class, engage in class discussions, attend ALL class sessions, don't come in TARDY, and turn their assignments in on time. Students who miss too many class sessions, who are tardy, or do not complete most assignments will not receive the full 25 points for class participation.

TENTATIVE COURSE OUTLINE

Feb 4, 2013

Introduction/Syllabus/Icebreaker

*Please purchase book! College Success Simplified (3rd edition) by:
Enid Leonard*

Feb 11, 2013

Chapter 1 First Week Survival/STEM Careers

Feb 18, 2013	Holiday (Campus Closed)
Feb. 25, 2013	Chapter 2 Ongoing Survival
March 4, 2013	AA/AS requirements, General Education requirements Chapter 3 Confidence Building and Goal Setting/Transfer to the CSU and UC/
March 11, 2013	Chapter 4 Minimizing and Managing Stress
March 18, 2013	Chapter 5 Multisensory Learning/Speaker
March 25, 2013	Chapter 6 Getting Control of Your Time and Life/Speaker
April 1, 2013	Spring Break- Cesar Chavez Day
April 8, 2013	Chapter 7 Developing Concentration
April 15, 2013	Chapter 9 Active Listening and Notetaking/Speaker
April 22, 2013	Chapter 10 Textbooks: Critical Reading and Thinking/Quiz 1 Chapters 1-9
April 29,2013	Chapter 11 Writing Effectively/Chapter 15 Managing Your Money
May 6, 2013	Chapter 12 Test Taking/ STEM ESSAY DUE
May 13, 2013	Chapter 13 Preparing for a Career/Chapter 16 Well Being
May 20, 2013	Chapter 17 Relationships/Chapter 18 Effective Communication Lifestyle Change Paper
May 27, 2013	Holiday-Memorial Day
June 3, 2013	Spring 2013-Final Quiz 2 Chapters 10-18/ Last Day