



Seminar in Life Pathways

SEM140B-HO2

Fall 2021 8/30/21 – 11/21/21

Course Information

- Number of Credits: 3 credits
- Days Class Meets: Wednesdays
- Meeting Times: 8:30 p.m. – 9:56 p.m.
- Location/Venue: Justin Whiting Hall 203

Instructor Information

- Instructor: Carmelia Kay Hawkins
- Contact Email: Hawkinscarmelik@jccmi.edu
- Online Office Hours: Email as needed

Course Description

Students will learn about, develop, and apply On Course principles/characteristics that are necessary for success in education, careers, and life. Through the Life Map Project, students will understand the rigor and requirements of their identified career pathway, set completion goals (skill set, concentration, certificate, degree and/or transfer), and create a student education plan. Students registered in a Seminar in Life Pathway are expected to bring their own laptop-style computer to every class for their use in this course. For technical specifications and the potential to use financial aid to purchase to use financial aid to purchase an appropriate device refer to [JC's Text Book Zero web site](#).

Prerequisite(s)

None.

Course Goals

In SEM 140, we will

1. Assess our career interests and aptitudes and create an academic plan, through completion of the **course pack and final project**.

2. Learn principles and apply strategies that **improve our ability to succeed** in courses, persist in our college career, and achieve our goals.
3. **Increase communication, leadership, and interdependence skills** through group work and discussions with peers as well as College instructors/staff.
4. Access and effectively **use college resources**.
5. **Build critical thinking skills** through exploring active reading and writing strategies.

Course Objectives

Students will develop skills to promote success in education and in life. Learners will become equipped in navigating academic advising and financial aid. Our required communication with our Navigator to schedule an appointment to build our Long-Term Plan, the course pack, and final project will be completed; academic success strategies are introduced and reinforced.

This seminar explores four major journeys in life.

- One is our **inner journey** of learning more about ourselves, our strengths, our learning styles, our dreams, etc. This journey develops inner traits that lead to success, self-confidence, and a sense of purpose, in school and in life.
- Another is our **learning journey** in courses. This journey includes active learning, effective and efficient study and test-taking strategies, and the use of self-management tools.
- In this course we will consider our **career path**. We will spend time considering career options and develop an educational plan that leads us toward our own career goals.

Another journey involves navigating college, using available resources for academic planning, as well as understanding the systems and processes for achieving our academic goals including receiving a college degree or certification.

Textbook (chose appropriate options below, delete what does not apply)

- *On Course*, 9th Edition, by Skip Downing, ISBN: 9780357694602

Digital Format

This text is available in a digital format to rent or purchase through the JC Bookstore. Please see the links posted on your class JetNet site.

Extras

Laptop/desktop computer with reliable internet access throughout the term.

Grading Procedure

Required Course Assignments	Points	Percentage
Course Pack, Pathway Exploration, and Long-Term Plan		40%
<i>On Course</i> content, additional weekly Activities/Assignments, Final		40%
Attendance and Participation in weekly class and group forums		20%
		100%

Grading Scale

GPA	Grade Range
4.0	90-100%
3.5	85-89%
3.0	80-84%
2.5	75-79%
2.0	70-74%
1.5	65-69%
1.0	60-64%
0.5	55-59%
0.0	0-54%

Failure

Students must earn a minimum 2.0 grade in all pre-requisites and all courses contributing to an earned certificate or degree.

Grades are computed by dividing the number of points earned by the total number of points in the class.

Additionally, communicating with our Navigator to schedule an appointment is mandatory for success in this course.

Scheduling your navigator appointment and completing pages 103-105 of our Course Pack are a course requirement and necessary in order to receive 40% worth of your final course grade.

Failure to successfully complete this mandatory appointment with your Navigator, such as lacking the required Navigator signature and/or email from the Navigator to the instructor, will result in earning 0% for this grading category. That zero will cause the final course grade to be below the minimum 2.0 requirement for passing SEM 140.

Academic Honesty Policy

Academic Honesty is defined as ethical behavior that includes student production of their own work and not representing others' work as their own, by cheating or by helping others to do so.

Plagiarism

Plagiarism is defined as the failure to give credit for the use of material from outside sources.

Plagiarism includes but is not limited to:

- Submitting other's work as your own
- Using data, illustrations, pictures, quotations, or paraphrases from other sources without adequate documentation
- Reusing significant, identical or nearly identical portions of one's own prior work without acknowledging that one is doing so or without citing this original work (self-plagiarism)

Cheating

Cheating is defined as obtaining answers/material from an outside source without authorization.

Cheating includes, but is not limited to:

- Plagiarizing in any form
- Using notes/books/electronic material without authorization
- Copying
- Submitting others' work as your own or submitting your work for others
- Altering graded work
- Falsifying data
- Exhibiting other behaviors generally considered unethical
- Allowing your work to be submitted by others

Accessibility

Jackson College understands that cultivating a broadly diverse community is crucial to our educational mission and to our foundational commitment to leadership and service. Jackson College is fully committed to ensuring our courses are accessible to everyone including those with disabilities. We are currently working to increase accessibility and usability of our course materials in order to meet or exceed the requirements of Section 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1991 and Web Content Accessibility Guidelines (WCAG) 2.0. For more information about Jackson College's efforts to ensure accessibility please visit the [Jackson College accessibility web page](#).

If you have an accessibility need in any of our classes please e-mail the Center for Student Success at JCCSS@jccmi.edu or visit the [Center for Student Success web page](#).

At the Center for Student Success (CSS), we are committed to providing all students the opportunity to achieve academic success by providing a variety of support services free of charge to Jackson

College students. This includes, but is not limited to, peer and faculty tutoring, mental health referral, temporary assistance with transportation, various workshops/seminars, and the TRIO program.

In addition, the CSS staff is committed to adapting the College's general services to meet the individual needs of otherwise qualified students with disabilities, for the purpose of providing equal access to all programs and facilities.

Course Management

Weekly homework assignments are posted in our Course Calendar. We need to have a specific place such as a small planner or phone calendar to record these assignments.

We are expected to read the assigned materials and complete journal writings as well as other homework often before coming to class.

We should spend about 2-3 hours preparing for each hour of class time. Since our class is 3 credit hours this equates to 6-9 hours outside of our class time together to get through our materials.

Add this amount to the required time our class meets and this means ***we must dedicate around 9-12 hours of our time each week in order to do our best.***

Makeup Policy

All assignments are due by the dates/times listed in the Course Calendar that starts on page 7 of this syllabus unless otherwise noted in our online class area in JetNet.

Late homework assignments will only be accepted within 48 hours after the assignment's original due date and reduced by 20% (10 pts * 80% = 8 pts).

Technical issues are not a valid excuse for not getting work successfully submitted in-full and on-time. Be prepared by looking ahead at what we can do on our own easily as well as by keeping ahead on readings and reviewing our Course Calendar on the next page to know what we need to be sure to complete. You can always use your phone to submit work in dire circumstances.

Help

Education is a self-initiated, goal-directed process. As students we are expected to be accountable for our own learning. Our instructors are facilitators and resources who will assist in this process.

If we recognize that we need additional help to be successful, we have several options. The most important thing about getting help is to do so as soon as we feel we are getting off course. The quicker we seek help, the more likely it is that we will be able to get back on course and be successful. If we need help, contact as soon as possible:

Our Classmates: Please make use of peers! If we are unclear about a particular assignment, talking it over with a classmate may help us sort out our confusion. We can email, message, or choose other ways we are most comfortable to talk with our peers outside of class time. Remember that together we are a community of learners – so asking each other for help is a good strategy to adopt for our success.

Our Instructor: Please make use of instructors! Instructors are here to help. I check email regularly as this is my preferred means of communicating with students and I typically respond within 24-48 hours.

Center for Student Success: The Center provides tutoring and other services. The staff is here to help us succeed in our studies so do not hesitate to make use of this free resource for any class. Please call 517-796-8415, e-mail at JCCSS@jccmi.edu, or [visit the Center for Student Success website for more information](#).

Accommodations: Students requiring special assistance (including those affected by the Americans with Disabilities Act) should contact a Center for Student Success professional prior to the start of the semester to receive accommodations in a timely manner. While we will make every effort to coordinate accommodations in a timely manner, failure to **self-identify** prior to the start of the semester may delay notification to instructors and timeliness of acquiring accommodations. Accommodations do not automatically carry over to the next semester.

Please call 517-796-8415, email JCCSS@jccmi.edu or [visit the Accommodations for Students with Disabilities website for details on the steps to follow](#).

Academic Advising

It is important to know your Student Success Navigator. You will be required to meet with your Navigator three times during our class. You may find your Navigator by visiting this website <https://www.jccmi.edu/academics/academic-advising/academics-central-campus-navigators/> and click on your pathway. You should also receive an email from your Navigator at the beginning of the semester.

Student Responsibilities

Class attendance and work completion. There may be class requirements beyond scheduled classes or laboratories, e.g., clinicals, extra credit assignments, TBA sessions, field placement, special project instructions, contract learning conditions, study hours required outside class, unscheduled class meetings, attendance at concerts or other required events.

Attendance- Participation Policy

Attendance is not optional. A college course is similar to a job in that students are expected to arrive on time, stay until class has finished, and be fully engaged throughout the class. We must be present for and fully engaged in class activities, including active reading of articles, discussions of readings, case studies, chapter reviews, etc. What is done in class may not be made up; the grade for a missed activity or quiz is a zero.

If we miss a class due to any reason it is our responsibility to contact a classmate or check our online JetNet class site to find out what we missed. We can also use our class JetNet area as a way to submit our work prior to the due date if we know we cannot make it to class for any reason. *A doctor's note does not excuse a late assignment!*

We each have a life and a lot competing for our time. A detailed outline of our class assignments can be found within our **Course Calendar starting on page six** of this document to help us plan around our other family, work, and class responsibilities. Many of these items such as our readings and journals can be done in advance of the final due dates. Class attendance and schoolwork must be high priorities if we are to benefit from this course and receive a passing grade. Attendance and participation matter!

Sitting in class is not participating. Participation demands our active presence and our readiness to discuss ideas, work collaboratively, and stay on task.

Retention Alerts

I am here to help you be successful and responsible, as are others at JC. I will reach out to you when I notice that you are struggling with attendance or assignments. Please follow up on the suggestions I make. When students miss two classes or are still struggling, I will make a Retention Alert notifying your Navigator that you are having difficulty. They will reach out to you to offer support. Please respond. **If students miss a third class, you will be dropped from the class.**

Caveat

Please note: The format and timing of this course may need to change due to unforeseen circumstances. In particular: school closings, instructor illness, weather, or other situations that may arise.

If you are taking an in -person class, you will be required to complete a Reintegration Video Training course in JetNet prior to being admitted to campus.

All COVID safety protocols in place are based on current guidelines and will be enforced while students are on campus

Calendar

Below is our detailed class assignment schedule. Each assignment is due by Sunday of each week by 11:59 pm. First post for class forums are due by Fridays at 11:59 p.m. and the a reply by Sunday at 11:59 pm. Please note this is subject to change with adequate notification given to students. Check JetNet for updates.

Calendar

WEEK #	DATE	TOPIC	HOMEWORK
Weekly	Fridays and Sundays	Class Forums	Forum Posts and Responses
1	September 5, 2021	Introduction	Syllabus Review Welcome Assignment E-mail from your Jackson College E-mail
2	September 12, 2021	Chapter 1	Chapter 1 Review Course Pack Pages 20-22 Course Pack Pages 30-35 Happiness Institute Signature Strength Inventory
3	September 19, 2021	Chapter 1 and 2	Journal Entry 3 Soft Skills Self-Assessment CSFI Assessment Chapter 2 Review Course Pack Page 44
4	September 26, 2021	Chapter 4	Course Pack Pages 45-51 Course Pack Pages 52-55 Journal 12 Chapter 4 Review
5	October 3, 2021	Chapter 3	Course Pack Pages 62-65 Journal 11 Chapter 3 Review 28 Day Challenge Start
6	October 10, 2021	Chapter 5	Course Pack Pages 66-69 Chapter 5 Review Journal Entry 18 Journal Entry 19
7	October 17, 2021	Course Pack Items	Course Pack Pages 80-81 Course Pack Pages 89-91 Mid-Course Evaluation Pathway Showcase
8	October 24, 2021	Chapter 6	Journal Entry 21 On Course Study Skills Self-Assessment Chapter 6 Review

9	October 31, 2021	Chapter 7	Chapter 7 Review Journal Entry 25 Oprah Winfrey on Career, Life, and Leadership
10	November 7, 2021	Chapter 8	Chapter 8 Review Course Pack Pages 128-131 Journal Entry 29 28 Day Challenge Due
11	November 14, 2021	Chapter 9	PathwayU Follow Up Course Pack Pages 139-141 Letter to Future Self Long Term Plan Chapter 9 Review
12	November 21, 2021	Final Project	SEM 140 Final Project Course Evaluation

Important Dates

Date	Event
Monday 08/30/2021	Start of Class
Monday 09/06/2021	Labor Day Holiday-No Classes
Monday 09/06/2021	Last Day to Drop Class
Saturday 11/13/2021	Last Day to Withdraw from Class
Sunday 11/21/2021	Last Day of Class
Wednesday 11/24 - Sunday 11/28/2021	Thanksgiving Holiday-No Classes
Saturday 12/18/2021	End of Fall Semester