

SYLLABUS

INSTRUCTORS

Faculty: Dr. Pamela Kistler, Professor of Chemistry and Chair of the
Department of Chemical and Physical Sciences

Staff: Angela Kramer, Residence Life Coordinator and Coordinator of First
Year Programs

Student: Leandra Logan

COURSE OBJECTIVES

1. Assist the student to make a successful transition from high school to college and introduce her to the expectations of college study.
2. Orient students to the Liberal Arts.
3. Assist students in developing the academic skills, such as critical thinking, necessary for engagement at Cedar Crest College.
4. Help students learn to balance new freedoms with a sense of responsibility and learn personal decision-making skills.
5. Encourage the student to develop a support group by making connections with other students and various organizations on campus.
6. Provide a forum for creating positive relationships between the student and faculty members.
7. Teach the student about Cedar Crest College: its history, organizations, rules and regulations, people, services, resources, and traditions.

COURSE OUTCOMES

1. The student will understand her role and responsibilities with respect to her college education.
2. The student will be able to describe the tenets of good scholarship.
3. The student will become familiar with the services available and the academic procedures used at Cedar Crest College.
4. The student will become involved in the total life of the campus.

MEETING TIMES

Thursdays, 11:00 - 11:50 AM in SCI 139

CONTACT INFORMATION

Dr. Kistler's Office: SC 130; Phone extension 3508. Dr. Kistler's schedule will be posted on the bulletin board across the hall from her office. Her e-mail address is pdkistle@cedarcrest.edu. She will also accept telephone calls at home before 11:00 PM.
Home phone: 610-258-4892.

Angela Kramer's Office: Allen House; Phone extension 3631
email akkramer@cedarcrest.edu

Leandra Logan: email Lelogan@cedarcrest.edu

GRADING

This course earns 0.5 credit. The letter grade earned by the student will be based on attendance and completion of the Student Satisfaction Inventory. Completion of the Student Satisfaction Inventory is required to earn a passing grade. In addition, the student must complete both parts of the course in order to receive a passing grade. The table below shows the grade which will be assigned according to the number of absences:

<u>Number of Absences</u>	<u>Grade</u>
0	A
1	A-
2	B
3	C
4	D
5 or more	F

COLLEGE LIFE TOPICS SCHEDULE

2008
Date

- 8/27 Getting Started
 - Getting to know each other
 - Course overview and Reading a Syllabus
 - Getting assistance with classes
 - Changing your schedule

- 9/3 Achieving Academic Success
 - Classroom protocol and E-mail protocol
 - Expectations of the professors and the students
 - Tools you should have available
 - Time management
 - Staying organized

- 9/10 Getting to Know Campus Resources
 - Scavenger hunt
 - Learning what else is available in the area

2008
Date

- 9/17 Learning and study skills
 Stress management
 Handout SSI
- 9/24 Getting Involved in Campus Activities
 Panel discussion with leaders of Science clubs
 Choosing a Major
 About the Forensic Science Concentration
 Obtaining an Internship
 Return SSI handout
- 10/1 Preparing for Pre-registration
 General education and major requirements
 Using the Course Schedule
 Schedule advising appointments
 Sign up for second half topic groups
- 10/8 Closing
 Review College Life objectives
 It's a party!

POLICIES

Please be sure to turn off all cell phones and pagers during class times.

Honor Code

"The Cedar Crest College Honor Philosophy states that students should uphold community standards for academic and social behavior in order to preserve a learning environment dedicated to personal and academic excellence. Upholding community standards is a matter of personal integrity and honor. Individuals who accept the honor of membership in the Cedar Crest College community of scholars pledge to accept responsibility for their actions in all academic and social situations and for the effect their actions may have on other members of the College community."

The instructor expects each student to abide by the college's honor code. This honor code applies to all activities associated with this course. The student should realize that the honor code is an important aspect of the educational process at Cedar Crest College.

The following statement concerning Classroom Protocol is supported by Cedar Crest College Faculty and Administration:

"Appropriate classroom behavior is implicit in the Cedar Crest College Honor Code. Such behavior is defined and guided by complete protection for the rights of all students and faculty to a courteous, respectful classroom environment. That environment is free from distractions

such as late arrivals, early departures, inappropriate conversations, and any other behaviors that might disrupt instruction and/or compromise students' access to their Cedar Crest College education."

Community Standards for Academic Conduct:

"Academic integrity and ethics remain steadfast, withstanding technological change. Cedar Crest College academic standards therefore apply to all academic work, including, but not limited to, handwritten or computer-generated documents, video or audio recordings, and telecommunications.

As a student at Cedar Crest College, each student shall:

- Only submit work which is his/her own.
- Adhere to the rules of acknowledging outside sources, as defined by the instructor, never plagiarizing or misrepresenting intellectual property.
- Neither seek nor receive aid from another student, converse with one another when inappropriate, nor use materials not authorized by the instructor.
- Follow the instructions of the professor in any academic situation or environment, including taking of examinations, laboratory procedures, the preparation of papers, properly and respectfully using College facilities and resources, including library and computing resources to ensure that these resources may be effectively shared by all members of the College community.
- Abide by the Cedar Crest Computer Use Policy.
- If a student perceives a violation of the Academic Standards, he/she will go to their instructor.
- If you are unable to resolve the problem with the instructor, you should go to the chair of the department. If you need further assistance after consultation with the instructor and the chair, you should see the Provost."

Students with Learning Disabilities

The instructor supports the Cedar Crest College policy regarding learning disabilities as follows:

"Students with documented disabilities who may need academic accommodations should discuss these needs with their professors during the first two weeks of class. Students with disabilities who wish to request accommodations should contact the Advising Center."