**Course Description**

The purpose of the Student Support Services/TRiO First Year Experience course at WVU is to provide you, the first year student at WVU and participant in Student Support Services, with information and tools for making a successful transition to college; to ensure that you become an active member of the student body at WVU; to help you develop a better understanding of the learning process; and to help you acquire basic academic skills to assist you towards completion of your baccalaureate degree. This course is also designed to introduce you to the Student Support Service/TRiO program and the staff in order for you to maximize the services offered.

**Course Objectives and Learning Outcomes**

<table>
<thead>
<tr>
<th>Course Objectives – This course is designed to:</th>
<th>Learning Outcomes – After taking the SSS FYE course, you will be able to:</th>
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</table>
| 1. Set and communicate expectations about higher education | • articulate the purpose of the educational experience, university and of applicable academic disciplines, faculty expectations, and academic integrity  
• articulate and appreciate the purposes of the GEC requirements to attain a degree |
| 2. Provide opportunities to develop an understanding of critical thinking and analysis | • define and demonstrate an understanding of critical thinking and analysis skills necessary for academic success  
• apply critical analysis skill knowledge to conduct basic library research which includes scholarly sources |
| 3. Promote metacognition | • adopt a learning style conducive to individual success and identify your individual style  
• apply academic success strategies based on your individual learning style (i.e. note taking, test preparation, study skills, attendance, etc.)  
• employ time management strategies and demonstrate those strategies throughout the course |
| 4. Engage in career planning, major and career exploration | • demonstrate an understanding of the major selection and career planning processes  
• articulate the requirements for your major  
• demonstrate an understanding of the components and |
### 5. Promote diversity, inclusion and a global perspective

- Relate how diverse backgrounds and experiences provide for an optimal educational experience
- Participate in cross-cultural experiences, add to your body of knowledge, and develop an understanding of the relationship between those events, your life and career interests
- Explain the importance of a global perspective for personal and career success in the modern world
- Develop an understanding of study abroad opportunities including those within your discipline

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<th>Required Materials</th>
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- **Text:** *Cornerstones For College Success* (Custom Edition for West Virginia University, 3rd ed.)
  By Robert M. Sherfield and Patricia G. Moody
- **MyStudentSuccessLab 3.0 (MSSL):** online textbook companion that includes course materials
- **Day Planner:** We require each student to have a day-timer or planner so you can more effectively manage your time and schedule. This will be provided to you if you do not already have one. Since planners will be collected and checked periodically, it is highly recommended that you bring yours with you to each class. *Please note: electronic devices such as cell phones are not an acceptable substitute. It is okay to use an electronic device for planning purposes if that works for you, but a daily planner is a requirement for this course.*
- **MIX Account:** In addition to the MyStudentSuccessLab 3.0 online companion, all students should also check their MIX account for course assignments and communication.
- **e-Campus:** All course materials and student grades will be posted on e-Campus.

### Where do I purchase the required textbook?

All first year seminars use a common textbook. The textbook is sold with a “custom code” for access to MyStudentSuccessLab, the online companion. Our “custom” package is NOT sold on-line; however, it is available at the WVU Bookstore (Barnes & Noble). If you purchase the textbook/code on-line, you will NOT
have the correct materials and will not be able to access the online portion of the course. The official textbook will have a picture of the Personal Rapid Transit (PRT) and 2013-2014 on the front cover.

**Course Requirements and Expectations**

- **Class Participation and Attendance:** *In all university courses, attendance is essential for your success.* Attendance and coming to class on time are mandatory. In most class sessions, there will be an interactive activity meant to help demonstrate the various topics covered, as well as allow students to practice techniques presented. If you are not present when attendance is taken but come in late, it is your responsibility to make sure your attendance is correctly noted. If you are absent, this will result in a loss of points. This is reflected in the grading scale below (25 pts x 14 classes = 350). **If you need to miss class for any reason, remember to immediately contact your instructor.**

- **2 Residence Hall Floor Meetings:** All students living on campus are required to attend their mandatory Residence Hall Floor Meetings on Friday, August 16 and Sunday, August 18. You will receive proof of attendance at the events which you must turn in to your course instructor in order to receive credit for attendance. (15 pts x 2 meetings= 30 pts)
  *Note:* Students NOT living in the residence halls will be required to attend two (2) events for commuter students during the first week of classes to replace the residence hall floor meetings. Acceptable substitutions can be found at

- **Academic Department Visit:** Students are required to participate in the academic department visits on Saturday, August 17, as part of the First Year Academy. You will receive proof of attendance at the event which you must turn in to your course instructor in order to receive credit for attendance. (25 pts)

- **Library Visit:** Students are required to visit the University Library on Saturday, August 17, as part of the First Year Academy. You will receive proof of attendance at the event which you must turn in to your course instructor in order to receive credit for attendance. (25 pts)

- **University Welcome:** You are required to attend the University Welcome on Sunday, August 18 prior to the first week of classes. You will receive proof of attendance at the event which you must turn in to your course instructor in order to receive credit for attendance. (25 pts)

**Please Note:** *If you lose this or forget to bring proof of attendance for any of the events that you attend prior to classes beginning as part of the First Year Seminar, you will not receive credit. In the event that you need the proof of attendance for another class, your course instructor can make a copy for his/her records. If you have any problems, please speak with your instructor.*

- **Assessments:** You will complete one pre-course assessment at the beginning of the class and one post-assessment at the end. You will earn points for the pre-assessment by simply completing it- we will not deduct points for incorrect answers. The post-assessment will be graded based on the number of correct responses you provide. (210 pts)
  - Overall Course Pre-Assessment- August 20-September 1 (80 pts)
  - Overall Course Post-Assessment- December 2-8 (130 pts)

- **Individual Conference with SSS Counselor:** You are required to meet with your SSS Counselor to complete your Intake and Individualized Success Plan. During this meeting, you will also review your financial aid for the year and discuss any other issues you or your counselor identifies for the semester. In order to schedule this meeting, you may contact the SSS Office at 293-6629 and request to make an appointment with your SSS Counselor or you may schedule the meeting in person by visiting the SSS
Office located in G-30 Mountainlair. This meeting must take place during the first five weeks (last possible day- September 20th) of the semester in order to receive credit. (125 pts)

SSS Events & Summary Papers: You are required to attend at least four SSS events throughout the semester. Two of the four must be Academic Programs (AP). The list of activities will be reviewed during class as well as at your meeting with your SSS counselor. You must attend the entire event and complete an event summary form to receive credit. If you are having difficulty identifying four programs you will be able to attend due to time conflicts, you MUST notify the instructor in writing by the fifth week of class (by September 20th) so that an alternate plan can be developed. An alternative plan will not be developed after the fifth week of class. Please note the importance of the SSS events in the grading list. (100 pts x 4 events = 400 pts)

Modules on MyStudentSuccessLab (MSSL): You will be required to complete 5 modules located on your MSSL. (130 pts x 5 modules=650 pts.) These include:

- Time Management Module & Quiz
- Reading and Annotation Module & Quiz
- Memory and Studying Module & Quiz
- Majors and Careers Module & Quiz
- Critical Thinking Module & Quiz

Mid-semester Reflection Assignment: This assignment will allow you to reflect upon your semester experiences at the mid-semester point. Detailed instructions will be distributed in class. (60 pts)

Semester Reflection: You will be required to complete semester reflection paper based on your experiences, observations, opinions, and perceptions of your semester at WVU. You will be given detailed instructions in class on how to proceed with this exercise. (100 pts)

Homework: You should prepare for class by completing all assignments before coming to class. Each homework assignment, the due date, and number of points is found on the syllabus calendar. If you miss class, you MUST contact the instructor or a classmate for information about the assignments. This is your responsibility. You are expected to turn in all assignments on time regardless if you miss class. In the event that you need to miss class and there is an assignment due, you may electronically submit it to your instructor. LATE ASSIGNMENTS WILL NOT BE ACCEPTED. (8 assignments x 25= 200 pts)

Classroom Etiquette
College students are responsible for their own learning, goal setting and success, and for recognizing that the college classroom is a community. So that all community members may learn, students should behave respectfully (e.g., turn off cell phones and other electronic devices; remove headphones; be punctual; turn exclusive attention to class activities; and interact appropriately with other students and the instructor).

Grading
Your final grade will be determined by the following scale:

<table>
<thead>
<tr>
<th>Assignment</th>
<th>Points for each</th>
<th>Total Points</th>
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<tbody>
<tr>
<td>1. Attendance</td>
<td>25 (x14)</td>
<td>350</td>
</tr>
<tr>
<td>2. Residence Hall Floor Meetings</td>
<td>15 (x2)</td>
<td>30</td>
</tr>
<tr>
<td>3. Academic Department Visit</td>
<td>25</td>
<td>25</td>
</tr>
<tr>
<td>4. Library Visit</td>
<td>25</td>
<td>25</td>
</tr>
</tbody>
</table>
5. University Welcome 25  25
6. Pre-Assessment 80  80
7. Individual Conference with SSS Counselor 125  125
8. SSS Events & Summary papers 100 (x4)  400
9. Modules 130 (x5)  650
10. Mid-Semester Reflection Assignment 60  60
11. Semester Reflection 100  100
12. Homework 25 (x8)  200
14. Post-Assessment 130  130

Total = 2200

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<tr>
<th></th>
<th>A</th>
<th>B</th>
<th>C</th>
<th>D</th>
<th>F</th>
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If you miss a class and can, therefore, not turn in the assignment that was due in that class, you must make arrangements with the instructor **ON THE DAY OF THE CLASS** you miss regarding when you will turn in the assignment. **IF ARRANGEMENTS ARE NOT MADE, THE ASSIGNMENT WILL NOT BE ACCEPTED.**

It is your responsibility to keep track of your grades/points. If you have a question regarding your status, you should discuss it with your instructor. It is extremely difficult to deal with issues at the end of the semester that occurred weeks or even months earlier. Stay on top of your assignments and grades and you have a better chance at catching any problems early and being able to rectify the problem with the instructor.

REMEMBER, THIS IS A REQUIRED COURSE FOR THE SSS PROGRAM AND CAN TAKE THE PLACE OF THE WVU REQUIREMENT FOR THE FIRST YEAR SEMINAR IF NEEDED.

**Inclusivity Statement**

“The West Virginia University community is committed to creating and fostering a positive learning and working environment based on open communication, mutual respect, and inclusion. If you are a person with a disability and anticipate needing any type of accommodation in order to participate in this class, please advise me and make appropriate arrangements with the Office of Accessibility Services (293-6700). For more information on West Virginia University’s Diversity, Equity, and Inclusion initiatives, please see [http://diversity.wvu.edu](http://diversity.wvu.edu).”

**Title IX Statement**

“No person in the United States shall, on the basis of sex, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.”
# Student Support Services/TRIO – WVU-E Course Schedule

The syllabus, homework assignments, and all materials distributed in class can be found in eCampus.

<table>
<thead>
<tr>
<th>Class # and Date</th>
<th>Topic</th>
<th>In Class Activities, Homework and Assignments Due</th>
</tr>
</thead>
</table>
| **Pre-Class**      | **Aug 16–18**                                  | • Friday, August 16: Residence Hall Floor Meeting (15 pts)  
|                    | First-Year Academy                             | • Saturday, August 17: Academic Department Visit (25 pts)  
|                    |                                                | • Saturday, August 17: Library Visit (25 pts)  
|                    |                                                | • Sunday, August 18: Residence Hall Floor Meeting (15 pts)  
|                    |                                                | • Sunday, August 18: University Welcome (25 pts)  |
| **Class 1**        | **Aug. 20–22**                                 | **Topics for this class**  
|                    | Class Introduction & Welcome                   | • Introductions & Team building  
|                    |                                                | • Review Syllabus, course expectations and pre-assessment instructions  
|                    |                                                | • Review purpose of SSS/TRIO and objectives  
|                    |                                                | • In-class activity  
|                    |                                                | **Homework due this week**  
|                    |                                                | • None  
|                    |                                                | **For next week**  
|                    |                                                | • Reading Assignment: Chapters 1, 2, and 3  
|                    |                                                | • Homework: Starting Strong (distributed in class)  
|                    |                                                | • Homework: Complete Overall Course Pre-Assessment by September 1 (80 pts)  |
| **Class 2**        | **Aug 27-29**                                  | **Topics for this class**  
|                    | Rules for College Success & Title IX          | • Discuss what it means to be a college student (purpose of your educational experience at WVU; expectations; academic integrity; GEC; campus resources; calculating your GPA; terms to know)  
|                    |                                                | • Discuss Title IX  
|                    |                                                | **Homework due this week**  
|                    |                                                | • Starting Strong (25 pts)  
|                    |                                                | • Homework: Complete Overall Course Pre-Assessment by September 1 (80 pts)  
|                    |                                                | **For next week**  
|                    |                                                | • Reading Assignment: Chapters 6 and 7  
|                    |                                                | • Homework: Rules for College Success (distributed in class)  
|                    |                                                | • Time Management Module  |
| **Class 3**        | **Sept. 3–5**                                  | **Topics for this class**  
|                    | Managing your Time and Learning Styles         | • Discuss time management tools and learning preferences  
|                    |                                                | • In-class group activity  
|                    |                                                | **Homework due this week**  
|                    |                                                | • Rules for College Success (25 pts)  
|                    |                                                | • Time Management Module (130 pts)  
|                    |                                                | **For next week**  
|                    |                                                | • Reading Assignment: Chapters 8 & 9  
|                    |                                                | • Homework: Listening and Taking Notes Module  |
| **Class 4**        | **Sept. 10–12**                                | **Topics for this class**  
|                    | Reading, Annotation and Note-Taking            | • Note taking and reading techniques  
|                    |                                                | • In-class group activity  
|                    |                                                | **Homework due this week**  
|                    |                                                | • Listening and Taking Notes Module (130 pts)  
|                    |                                                | **For next week**  
|                    |                                                | • Reading Assignment for next week: Chapter 10  
<p>|                    |                                                | • Homework: Memory and Studying Module  |</p>
<table>
<thead>
<tr>
<th>Class # and Date</th>
<th>Topic</th>
<th>In Class Activities, Homework and Assignments Due</th>
</tr>
</thead>
</table>
| **Memorization Techniques and Studying** | **Topics for this class** | Memory and Test Taking tips  
In-class group activity  
**Homework due this week**  
Memory and Studying Module (130 pts)  
**For next week**  
Meeting with SSS Counselor must be completed by Sept 30 (125 pts) |
| **Class 6 – Sept. 24–26**  
Meet in Wise Library Room 136 | **Academic Advising 101** | **Topics for this class**  
Calculating GPA, how to stay in good academic standing, how the GEC fits into your major, working with your advisor, choosing a major, understanding major requirements, working towards graduation  
In-class group activity  
**Homework due this week**  
Academic Advising 101 (25 pts)  
**For next week**  
Home Assignment: Academic Advising 101 (distributed in class) |
| **Class 7 – Oct. 1–3**  
Meet in Wise Library Room 136 | **Academic Advising 102** | **Topics for this class**  
Preparing to register for classes and creating your spring schedule, knowing where to go to get your questions answered  
In-class group activity  
**Homework due this week**  
Academic Advising 102 (25 pts)  
Mid-Semester Reflection (60 pts)  
**For next class (2 weeks)**  
Home Assignment: Financial Aid (distributed in class)  
Home Assignment: Diversity Week event (distributed in class) |
| **Understanding Your Financial Aid** | **Topics for this class** | Review Financial Aid requirements, deadlines, applications, etc.  
In-class group activity  
**Homework due this week**  
Financial Aid (25 pts)  
**For next class**  
Reading Assignment: Chapter 15  
Home Assignment: Complete Majors and Career Module |
| **Class 9 – Oct. 22–24** | **Celebrating Diversity** | **Topics for this class**  
Building an inclusive community  
In-class group activity  
**Homework due this week**  
Financial Aid (25 pts)  
**For next class**  
Reading Assignment: Chapter 15  
Home Assignment: Complete Majors and Career Module |
| **Class 10 – Oct. 29–31** | **“Major” Decisions** | **Topics for this class**  
Choosing a major and career that is a good fit  
Discussion and demonstration about career resources available to assist with major and career exploration  
In-class activity  
**Homework due this week**  
Diversity Week event (25 pts)  
Majors and Career Module (130 pts)  
**For next class**  
Reading Assignment: Chapters 12 and 13 |
### Student Support Services/TRIO
### SSS/TRIO FYE Course Syllabus – Fall 2013

<table>
<thead>
<tr>
<th>Class # and Date</th>
<th>Topic</th>
<th>In Class Activities, Homework and Assignments Due</th>
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<tbody>
<tr>
<td>Class 11 – Nov. 5–7</td>
<td>Communication Tips &amp; Etiquette</td>
<td>Topics for this class</td>
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<tr>
<td></td>
<td></td>
<td>♦ A variety of communication topics will be discussed including conducting presentations, email etiquette, and writing research papers</td>
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<td>♦ In-class activity</td>
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<td>Homework due this week</td>
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<td>♦ None</td>
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<td>For next class</td>
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<td>♦ Reading Assignment: Chapter 5</td>
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<td>♦ Homework: Complete Critical Thinking Module</td>
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<tr>
<td>Class 12 – Nov.12–14</td>
<td>Critical Thinking</td>
<td>Topics for this class</td>
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<td></td>
<td></td>
<td>♦ Building critical thinking and problem solving skills</td>
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<td></td>
<td>♦ Creativity</td>
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<td>♦ In-class group activity</td>
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<td>Homework due this week</td>
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<td>♦ Critical Thinking Module (130 pts)</td>
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<td>For next class</td>
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<td></td>
<td></td>
<td>♦ Reading Assignment: Chapter 11</td>
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<td>♦ Homework: Financial Literacy (distributed in class)</td>
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<tr>
<td>Class 13 – Nov.19–21</td>
<td>Financial Literacy</td>
<td>Topics for this class</td>
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<td></td>
<td>♦ Discussion about financial management, credit and budgeting</td>
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<td></td>
<td>♦ In-class group activity</td>
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<tr>
<td></td>
<td></td>
<td>Homework due– Financial Literacy (25 pts)</td>
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<td>For next class</td>
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<tr>
<td></td>
<td></td>
<td>♦ Homework: Semester Reflection (distributed in class)</td>
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<td></td>
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<td>♦ Homework: Complete Overall Course Assessment (100 pts)- by Dec 8</td>
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<td>♦ Homework: Note Card Questions (distributed in class)</td>
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**Nov. 24– Dec. 1**   NO CLASS THIS WEEK– THANKSGIVING BREAK

| Class 14 – Dec. 3–5   | Connecting with Campus and the Community | Topics for this class                            |
|                        |                                          | ♦ Upper class SSS participants will facilitate discussion and answer questions about college life, success tips, campus resources and what Morgantown has to offer |
|                        |                                          | Homework due this week                           |
|                        |                                          | ♦ Semester Reflection (100 pts )                  |
|                        |                                          | ♦ Note Card Questions (25 pts)                    |
|                        |                                          | ♦ Overall Course Assessment (100 pts)- must be completed by December 8 |

Dec. 12–18  FINAL EXAMS  GOOD LUCK!

### Academic Honesty and Integrity

The integrity of the classes offered by any academic institution solidifies the foundation of its mission and cannot be sacrificed to expediency, ignorance, or blatant fraud. Therefore, I will enforce rigorous standards of academic integrity in all aspects and assignments of this course. For the detailed policy of West Virginia University regarding the definitions of acts considered to fall under academic dishonesty and possible ensuing sanctions, please see the Student Conduct Code [http://studentlife.wvu.edu/office_of_student_conduct/student_conduct_code](http://studentlife.wvu.edu/office_of_student_conduct/student_conduct_code). Should you have any questions about possible improper research citations or references, or any other activity that may be interpreted as an attempt at academic dishonesty, ask your instructor.

**The instructors reserve the right to make adjustments to the syllabus as needed throughout the **
**semester. Any changes will be announced in class with adequate prior notice to students. **