Spring
Human Development: TRI
This Syllabus is for the following courses/sections:

HDEV 0100-83201; 83202; 83203
HDEV 1000-82080;83085;83090

Human and Academic Development Division
Richland College

Instructor: Elena Frolov, M.A. LPC
E-Mail: elena.frolov@gmail.com
Phone: 214-549 6357

Class Times:
HDEV 0100 and HDEV 1000
Tuesday and Thursday
09:30-10:50
Room Number: N119

Adjunct Faculty Office: A-110
972-238-6140

COURSE DESCRIPTION: A Learning Community Class of the Richland College
TRI Program

HDEV 0100, Sections 83201; 83202; 83203
HDEV 1000, Sections 82080;83085;83090

Prerequisite: None.

In this 3 credit hour human development course in which students are introduced to academic and personal goal-setting and learning skills that enhance their chances for educational and personal success. Students will learn how to develop positive attitudes towards themselves, improve communication and decisions-making skills, and make effective use of campus resources. Students will engage in various interactive activities for self-exploration, motivation, and positive thinking. In addition, this course will introduce some useful topics from Master Student Course in order to improve and develop better learning skills, memory, learning strategies and help the students in their personal and academic progress. This course supports students enrolling in other appropriate remediation courses.

REQUIRED TEXT: Various articles, work-sheets, and handouts will be provided by the instructor throughout the course. Completion of this material will be a part of the participation and/or homework grade. A book will be recommended

NATURE OF THE COURSE
The TRI course focuses on helping you become a more effective and successful individual. You will have the opportunity to learn more about yourself and what it takes for you to become a more successful student and engaged individual.

This course specifically provides an opportunity for the student to learn, practice and adopt strategies to support his/her success in college. Topics include: individual learning skills, self-monitoring, goal-setting, problem solving, critical thinking, stress management, time management,
motivation, procrastination, test anxiety, memory, creativity, and the importance of supportive relationships and health. Emphasis is placed on improving self-esteem, positive thinking, and motivation.

This course will focus on helping you to develop clearer academic and personal goals, manage time better, improve oral and written communication skills, and develop effective study habits that will help you become a responsible and successful learner (in the college and life in general).

We will work together to help you discover and assess your academic strengths and weaknesses, identify and effectively use your learning style skills, and sharpen your thinking, problem solving and study skills.

With your active participation, you will discover that learning new success strategies will help launch you on your way to becoming a more successful and more positive individual.

COURSE OBJECTIVES
- To help students gain a greater understanding of their skills, abilities and responsibility in becoming a successful student.
- To help students to become Autonomous learners
- To help students develop and enhance their problem solving and critical thinking skills.
- To help students identify their current success skills and address those which need improvement.
- To help students develop a personal commitment toward adopting and using student success techniques in the learning and social environment.
- To generate better understanding of the self.
- To create and foster an atmosphere for personal growth and development in the classroom.
- Improve memory and social skills

TEACHING METHODS
A variety of teaching methods will be used to enhance learning. Class discussions, mini-lectures and participant interaction are the primary methods. Additionally, short videos, role-plays, movies, guest speakers, simulation/games, assignments, group activities and in-class exercises will be used when appropriate.

CLASS MATERIALS:
- 3-ring binder (a part of your course grade)
- Crayons and color markers (please bring to every class)
- Highlighter
- 3 hole punched, lined binder paper to insert in your binder for note-taking
- Monthly/Weekly Planner (any kind; you can use the Richland College Calendar/Planner)

EVALUATION OF STUDENT PERFORMANCE
Your final grade in this course depends on the quality and quantity of the work you do

Grades will be computed as follows:
Attendance  200 points (5 per class)
Assignments / Tests  500 points
Completed Class Binder  100 points
Participation (be active in the class, and do the assigned class work)  200 points

If you are disruptive during the class - it will be reflected in your grade!

NOTE: ATTENDANCE AND PARTICIPATION IN CLASS ARE VITAL FOR SUCCESSFUL COMPLETION.

NOTE: THIS COURSE IS NOT ONLY TEACHES YOU HOW TO LEARN BUT OFFERS FUN, CREATIVE, AND PLEASANT ENVIRONMENT TO DO SO.

ASSIGNMENTS AND PROJECTS AIM TO INCREASE SELF-EXPLORATION, POSITIVE THINKING, AND GOAL-SETTING ABILITIES.

eCAMPUS
You can view class information, i.e. course assignments, due dates, grades and e-mail other classmates by using E-CAMPUS accessible via the following web address:
http://ecampus.dcccd.edu/

GRADING TABLE

<table>
<thead>
<tr>
<th>TOTAL POINTS</th>
<th>FINAL GRADE</th>
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</thead>
<tbody>
<tr>
<td>1000 – 900</td>
<td>A</td>
</tr>
<tr>
<td>899 – 800</td>
<td>B</td>
</tr>
<tr>
<td>799 – 700</td>
<td>C</td>
</tr>
<tr>
<td>699 – 600</td>
<td>D</td>
</tr>
<tr>
<td>599 &amp; below</td>
<td>F</td>
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</tbody>
</table>

1. Attendance (200 Possible Points)
Regular class attendance is necessary to successfully pass this course. Many activities will take place in class and cannot be made up. Arriving late or leaving class early will affect your attendance grade. Your grade can easily go from a B to a C based on absences alone. If you are late to class and the roll has been taken, you must notify me at the end of class period that you are present but late.

2. Class participation (200 points). Participation is extremely important in this class. You will not be able to successfully pass this course without some degree of class participation. Participation includes active involvement in all class activities, making relevant comments, asking questions, sharing experiences, and demonstrating that you have read assigned materials through class discussions and the completion of assigned textbook exercises.

Whenever an absence is unavoidable, it is your responsibility to find out about and complete all assignments missed while absent. If you are absent on the day an assignment is given you are still required to turn in that assignment on time. While you may e-mail me, I also recommend exchanging phone numbers with at least one other student in class so that you can find out about any missed assignments.
3. Class Binder (100 Possible Points)
   - PLEASE BRING YOUR Binder (with all the handouts and materials) TO EVERY CLASS;
   - Please bring your daily/weekly planner and crayons to every class.
   Great success is created one small step at a time. Each time you complete and file your graded tests, articles, projects, and class handouts in your course binder you take an important step toward your success in this course . . . and in life!

4. Class Assignments (500 points): There will be at least 5 major class projects/assignments throughout the semester. We will participate in self-exploration assessments, create LifeSpace charts, and practice public speaking in a safe and supportive environment. We will also watch a motivational video and write a short reflection paper. Your instructor will offer all the support, guidance, and assistance that you might need. Your due dates and the tentative calendar will be provided by the instructor as well.

4. Bonus Points. In the spirit of placing a special emphasis on encouraging each student to expand their knowledge base by expanding their individual vocabulary a maximum of (10 bonus) points (1 bonus point per word) may be earned throughout the semester. Either a word used in the context of a lecture or during a reading assignment may be defined and used in a sentence to earn the bonus credit. The suitability of the word will be at the discretion of the instructor. Students will be offered additional extra credit opportunities throughout the class.

WITHDRAWAL DATE
If you are unable to complete this course, it is your responsibility to drop or withdraw formally. The withdrawal request must be received in the Registrar’s Office by: section 83201: 2/13/15; section 83202 on 2/27/15; section 83203 on 4/13/15
You can officially drop this class without the “W” in your records by during the first week of each section.
   Failure to drop or withdraw officially will result in a performance grade, usually an “F”. If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped.
   “W” will not affect your overall GPA average.

INSTITUTIONAL POLICY STATEMENTS
Please go to the following link to read Richland’s Institutional Policies:
www.richlandcollege.edu/syllabusinfo/syllabiInformation.pdf

Richland College's Quality Enhancement Plan ~ Learning to Learn: Developing Learning Power
Richland College is piloting its Quality Enhancement Plan (QEP) in select classes. The QEP provides techniques, practices, and tools to help students develop the habits, traits or behaviors needed to be effective and successful lifelong learners in college and in life. For more information, please log onto http://www.richlandcollege.edu/qep2013/.

Syllabus Change Disclaimer: The instructor reserves the right to amend a syllabus as necessary
### Course Information

<table>
<thead>
<tr>
<th>Course Number</th>
<th>HDEV 0100</th>
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<tbody>
<tr>
<td>Section Number</td>
<td>83201; 83202; 83203 and HDEZ (continuing education) 100-82080; 83065; 83090</td>
</tr>
<tr>
<td>Course Credit Hours</td>
<td>1 cr hr each flex term</td>
</tr>
<tr>
<td>Class Meeting Time</td>
<td>9:30-10:50</td>
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<tr>
<td>Course Title</td>
<td>Human Development: the Total Re-Integration Program</td>
</tr>
</tbody>
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| Course Description | The learning environment is introduced. Career, personal study skills, self-exploration, motivation, educational planning, and skills for living are all included. Emphasis is on exploring career and educational alternatives and learning a systematic approach to decision-making. A wide range of learning alternatives is covered, and opportunity is provided to participate in personal skills seminars. This course may be repeated for credit. (1 Lec.) |

**Coordinating Board Academic Approval Number 3201015212**

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<tr>
<th>Course Prerequisites</th>
<th>Student must meet entrance guidelines for TRI Program</th>
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| Course Objectives/ Learning Outcomes | Through the use of class discussions, group participation, the use of video and real life experiences, the Instructor will facilitate contextualization and socialization. The transference of learning to real life experiences will be enhanced. Group cohesiveness and the sense of belonging is developed among the students. With a sense of membership in a learning group, students motivation to learn and grow is further developed. |

Richland College’s Quality Enhancement Plan ~ Learning to Learn: Developing Learning Power

Richland College is piloting its Quality Enhancement Plan (QEP) in select classes. The QEP provides techniques, practices, and tools to help students develop the habits, traits or behaviors needed to be effective and successful lifelong learners in college and in life. For more information, please log onto http://www.richlandcollege.edu/qep2013/.

| Specific Course Learning Outcomes | Specific Course Learning Outcomes are determined by program coordinators and related faculty. The following Cognitive functions will be increased: memory retention, decision-making, organizational skills, problem solving, self-monitoring, inter-personal and intra-personal skills, perceptual and interpretative skills, and re-establishing personal identity |

| Required/Recommended Materials | Three Ring Binder; markers, canyons; hole puncher |

| Evaluation Procedures | Discussions and classroom exercises / activities will be graded as Classroom Participation (33%), Tests &/or assigned Projects will be graded by the Instructor (33%), and attendance will be taken each class and accounts for 33% of the total grade. |

| Exams and Assignments | Number and type of exams and major assignments will be determined by the Instructor |

| Grading Scale | 33% Attendance, 33% Participation and 33% tests and/or projects |

| Attendance Policy | Attendance will be taken at each class and each student present will be awarded points toward the Attendance grade. Absences will count as “0” points. If a student is absent, he/she should email the instructor (KBrock@dccc.edu). Due to the nature of the Total Re-Integration Program and the focus on a student’s re-entry into school and community, regular attendance is expected and is an essential element of the program. |

| Classroom Policies: Food, drink, cell phones, etiquette, etc. | Food is not allowed in the classroom and beverages should be Water only. Cell phones should be turned “off” or to “silent.” All students will abide by the published Student Code of Conduct and exhibit appropriate classroom decorum. |

| Course Drop Date | See above |

| Academic Progress: TRI Students are encouraged to discuss academic goals and progression with Kathy Brock, TRI Director. Advising is available throughout the semester. |

| Institution Policies | For Institution Policies, please refer students to www.richlandcollege.edu/syllabusinfo/syllablinformation.pdf |

| Syllabus Change Disclaimer | The instructor reserves the right to amend this syllabus as necessary. |

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**Stop Before You Drop**

**6Drop**

For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop. You may drop no more than 6 courses during your entire undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give you more information on the allowable exceptions.

Remember that once you have accumulated 6 non-exempt drops, you cannot drop any other courses with a “W”. 

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Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access https://www1.dcccd.edu/6drop

Withdrawal Policy
If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by the official drop date for this course (see Course Drop Date mentioned earlier in this syllabus). Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. For more information about drop deadlines, refer to the current printed Credit Class Schedule, contact the Admissions/Student Records office at 972-238-6100 or 6101 (Thunderduck Hall, T170), or contact the division office.

Repeating a Course
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. All third and subsequent attempts of the majority of credit and Continuing Education/Workforce Training courses will result in additional tuition to be charged. Developmental Studies and some other courses will not be charged a higher tuition rate. Third attempts include courses taken at any of the Dallas County Community Colleges since the Fall 2002 Semester. See Third Attempt to Enroll in a Course at http://www.dcccd.edu/thirdcourseattempt/

Financial Aid
If you are receiving any form of financial aid, you should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and could cause you to be in a position of repayment for the current semester. Students who fail to attend or participate after the drop date are also subject to this policy.

Academic Honesty
Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion.

As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct. http://www.richlandcollege.edu/conduct.

ADA Statement
If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-238-6180 (Voice/TTY), visit Thunderduck Hall, suite T120, or go http://richlandcollege.edu.dso.

Religious Holidays
Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to contract with the instructor to take a make-up examination or complete an assignment within a reasonable time after the absence.

DISCLAIMER
The instructor reserves the right to amend this syllabus as necessary.

“Food and Drink in Classrooms”

Statement of Responsibility

I ____________________________, the undersigned, understand that bringing drinks and food into the college classroom is a privilege and a responsibility. Out of respect for other members of the Richland
College community, I agree to take full responsibility for my actions. This includes but is not limited to removing cans, bottles, trash, etc. from the classroom when I leave and depositing my trash in appropriate receptacles outside the classroom. Also, I agree to clean up spills and, if special cleaning is needed, to contact appropriate college personnel immediately. I also agree that it will be at the discretion of the course’s instructor to limit the kinds of foods/drinks I may bring into the classroom.

______________________________
Student’s signature

Course Rules for Success

To create the very best environment for supporting your success and the success of your classmates, this course has three important rules. The more challenging these rules are for you, the more value you will experience by adopting them. By choosing to follow these three rules, you are choosing to be successful not only in this course but in your life. These rules will support your success in every goal you pursue!

1. Show up! To support my success, I choose to attend every scheduled class period in its entirety and notify my instructor in cases of illness or emergency.

2. Do the work! To support my success, I choose to do my very best work in preparing all of my assignments and hand them in on time.

3. Participate actively! To support my success, I choose to stay focused and involved in every class, offering my best comments, questions, and answers when appropriate.

4. Cell Phones, Laptops and other Technologies will be OFF during class (unless otherwise specified by the instructor). IF I have an emergency and need to be available to loved ones, I will have my phone or pager on VIBRATE – and – will let my instructor know of my situation/ exit the room in order to talk.

I, ____________________________, agree to follow this course rules for success in order to remain in good standing in my human development course. I also agree that it will be at the discretion of the course’s instructor to enforce the Richland code of conduct.

______________________________
Student’s signature: