Reading 017 Welcome Packet

Valencia College
East Campus

Professor Richard A. Gair

READING 017, 3 credits, SYLLABUS- SUMMER 2013

COLLEGE READING PREP 017

Instructor:
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Course CRN #_____

Meeting Days, Times, Location:_____

The information enclosed here is intended to make sure you know what your role is and what is expected of you. It is also to let you know what you can expect from the Professor and the course itself. If you have any questions, just ask.

Set Goals and Evaluate Them

Ask yourself, Why am I here in college? What do I want to do? Where do I see myself in two years? What are my long-term goals?" Do I have a clear understanding of where I am now? Do I have a reasonable plan involving realistic goals and a realistic time frame?" (LIFE MAP)

My Pledge to You: As your Professor I pledge to do everything in my power to assist you in furthering your reading and thinking ability and reach your academic and life goals. My goal is to help you develop strategies to monitor your own thinking and reading so that in the future you are able to break through those barriers that have confronted you in the past when you did not comprehend something. My goal is to teach you to think about thinking, we call that "metacognition." I want to see each and every single student in this class leave here feeling confident and ready to tackle all the college courses that await him or her in the semesters and years ahead. My goal is for you to become lifelong learners and lifelong lovers of learning. Work with me, do your part, work hard and I will bend over backwards to help you move towards your goal, but it takes two people, both teacher and learner…are you ready for the challenge? I am! If so, then let's go!!!!!

Research has shown that there are three vital skills that should be developed and linked to all college courses. These skills have been shown to be essential for learning and mastery in all college courses. We will try to further develop all three throughout this course. They are:

- **Critical Thinking (You will be asked to think and discuss critically about issues.)**
- **Reflective Writing (You will be required to write reflectively about what you read.) This application of reading skills will begin to prepare you for the writing demands your future courses will place upon you.**
- **Critical Reading (You will be asked to respond critically and evaluatively about what you read.) This will include issues found in written text, literature and other sorts of communication such as the Internet, advertising, television and film, news, politics, and**

current events. The field of communication has many faces and a critical reader can view them through the various lenses of critical thinking-reading.

Be prepared…IF YOU DO NOT HAVE THE REQUIRED BOOKS WITH YOU THEN YOU WILL RECEIVE A ZERO FOR THE DAY FOR BEING UNPREPARED.

Students are expected to have all materials for the course in all classroom sessions, This includes the required text, the portfolio loose-leaf packet, mini-hole puncher, mini-stapler filled with staples,. Out of class assignments (homework) will require between 3 and 5 hours of work every week. Make time in your schedule for this if you plan on being successful in this course!!!!! What you put into the course directly relates to what you get out of it. That's just plain old common sense!!!!

ASSIGNMENTS ARE DUE ON THE DUE DATE…NO LATE ASSIGNMENTS ACCEPTED. IF YOU ARE ABSENT YOU MUST FIND OUT FROM MYSELF OR A CLASSMATE WHAT YOU MISSED. The missed class work and assigned homework is due immediately at the start of the period when you return to class. Get a study buddy, someone in the class you can exchange phone numbers with, as well as email so you can find out what you miss as soon as you miss class.

ATTENDANCE AND LATENESS TO CLASS

STUDENTS ARE REQUIRED TO ATTEND ALL CLASS SESSIONS AND COMPLETE ALL ASSIGNED LAB SESSIONS. IN ADDITION STUDENTS ARE REQUIRED TO ARRIVE IN CLASS BEFORE IT STARTS, NOT AFTER THE DESIGNATED START TIME. IT IS VERY DISRUPTIVE TO THE LEARNING PROCESS FOR STUDENTS TO BOLT IN TO A CLASSROOM AFTER CLASS HAS STARTED. YOU ARE EXPECTED TO BE IN CLASS READY TO WORK WHEN CLASS BEGINS!

I TAKE ATTENDANCE AT THE START OF THE PERIOD. IF YOU ARRIVE LATE THEN IT IS YOUR JOB TO SEE ME AFTER CLASS TO CHANGE THE ABSENCE TO A LATE IN MY ROLL BOOK. DO NOT JUST BOILT OUT OF CLASS AT THE END OF THE PERIOD WITHOUT SEEING ME! If you forget to see me the Absence in my roll book will remain an ABS.

If you arrive LATE FOR AN EXAM, a sign will be on the door…you are NOT TO ENTER AND DISTURB THE OTHERS. Remain outside, you will be marked absent for the entire period and then will have to email me to arrange to take a makeup during my office hours and lose 10 points for late arrival.

IF YOU ARE LATE, 3 LATENESSES WILL BECOME AN ABSENCE!

The current syllabus states that the students are not able to miss any more than 2 classes (TR) or 3 classes (MWF) for a face-to-face class. We are experimenting with changing this so that after the designated absences have occurred, the 10% attendance comes into account and the grade weight distribution will reflect these absences. At the start of the semester, the student has 100% for attendance (10%of the grade.) As the student misses beyond the allowed amount, the grade will drop by 10 points for each absence and late work will be graded at the discretion of the instructor. The grade weight distribution will be as follows:

DEVELOPMENTAL READING:

20% of grade is lab (Must pass lab with a minimum of 70% to pass entire course)

30% of grade is homework, assignments, etc.

20% of grade is unit tests or quizzes, etc.

10% of grade is attendance

20% of grade is the final exam

The policy on the final exam currently states that a student missing the final does receives a 0% for the final exam. No makeup will be offered.

ATTENDANCE: an absence reminder reports will be emailed to you at least once a week. Consider this your warning and you will not be notified any further if you exceed the allowed number and are Withdrawn.

If you are not present when I call your name taking roll you are counted as ABSENT. If you walk in after that you will have to see me after class to change it to a Tardy.

Tardiness is counted towards absence. (3 tardies= 1 absence)
If I give a surprise quiz at the start of the class and you are late you will receive a zero and not be allowed to make the quiz up.

Students are expected to attend all class sessions for which they have registered. Class attendance and participation are significant factors that promote college success.

In the event that you need to miss class, please be aware of the following policies:

SUMMER SCHOOL ATTENDANCE POLICY FOR CLASSES MEETING 4 DAYS.

YOU MAY MISS ONLY TWO CLASSES. AFTER THAT YOUR ATTENDANCE GRADE WILL DROP BY 10 POINTS FOR EACH SUBSEQUENT ABSENCE. You should understand that the attendance grade can effect your overall grade so that you could fail the course simply because of the attendance policy not being adhered to.

Classes that meet Monday/Wednesday/Friday:

3 Absences (150 minutes)
At the start of the semester, the student has 100% for attendance (10%of the grade.) As the student misses beyond the allowed amount, the grade will drop by 10 points for each absence and late work will be graded at the discretion of the instructor.

Arriving late to class is unacceptable. You are expected to arrive on time to every class session.

Classes that meet Monday/Wednesday:

2 Absences (150 minutes)
At the start of the semester, the student has 100% for attendance (10%of the grade.) As the student misses beyond the allowed amount, the grade will drop by 10 points for each absence and late work will be graded at the discretion of the instructor.

Arriving late to class is unacceptable. You are expected to arrive on time to every class session.

Classes that meet Tuesday/Thursday:

2 Absences (150 minutes)
At the start of the semester, the student has 100% for attendance (10%of the grade.) As the student misses beyond the allowed amount, the grade will drop by 10 points for each absence and late work will be graded at the discretion of the instructor.

Arriving late to class is unacceptable. You are expected to arrive on time to every class session.

THIS ATTENDANCE POLICY WILL BE STRICTLY ENFORCED

MY PET PEEVE…CELL PHONES IN CLASS!!!

BEEPERS AND CELL PHONES- TEXTING DEVICES…ARE TO BE TURNED OFF AND KEPT OFF AND OUT OF SIGHT AT ALL TIMES IN CLASS. IF ONE GOES OFF IN CLASS YOU WILL LOSE 5 POINTS FROM YOUR NEXT MAJOR EXAM. IF ONE GOES OFF DURING A TEST, YOU WILL BE ASKED TO LEAVE, AND YOU WILL RECEIVE A ZERO FOR A TEST GRADE.

NO FOOD AND DRINK IS TO BE CONSUMED DURING CLASS.

COURSE DESCRIPTION:

This course is designed for students who score within the college designated range on the placement test or an equivalent score on another state approved test. Course content includes:

Review and reinforcement of reading comprehension strategies
Emphasis on critical reading, thinking, and writing skills
Strategies for vocabulary development
Introduction/utilization of computer skills for written assignments
Effective study skills for college success

REQUIRED MATERIALS: All except for NIGHT should be purchased in the EAST Campus bookstore.

Textbook: *Reading Across the Disciplines by McWhorter 5th Edition (Special Valencia edition)*

REA 0017C (0002)- *Lab Personalized Learning Plan Packet (Place in binder.)*

Thinking Through The Test: *Study Guide for the Florida Basic Skills Exit Test, 4th Edition, D.J. Henry, Mimi Markus*

Reading Handouts Packet by Professor Gair (available in online in BlackBoard). If you have an I Pad or tablet you can download this and not pay anything. See me if that works for you. If you had me last semester use the same packet. Place this in tab section 6 of the looseleaf binder. The contents of this binder must be turned in at the end of the semester or you will not pass the course.

Paperback Book- Night by Elie Wiesel (available on Amazon or in any bookstore)

Basic Supplies - a thick 3-ring notebook, paper, 2 color pen highlighters, and 12 tab dividers, mini-stapler, 3-hole puncher

Sample Learning Objective: Students will take a sample paragraph and create an appropriate concept map for it, labeling the topic, Main Idea, linking Words, Major and Minor Spporting Details and Pattern of Organization.

Student Assessment: After specific instruction throughout the semester in mapping text students will be given a sample reading selection on a regular unit exam and be required to create and fill in a concept map for it on the back of the Scan Tron sheet for that test. It will be worth 5 points on the exam.

COURSE OBJECTIVES:

This course has been designed to offer opportunities to improve those reading skills essential to meaningful, effective textbook study. The following course objectives are also CLASP competencies. They are indicated by the numbers in parentheses following each skill.

The following skills are essential for effective communication. Reading is but one mode of communication and we will develop these skills in areas beyond the written page. Being able to read the message and meaning of spoken words, advertising, entertainment and informational media all contribute to your development as an effective communicator and reader.

I. Comprehension Improvement:

Reading (and thinking) is the process of receiving and assimilating ideas and information from written and spoken material. Effective reading includes both literal and critical comprehension of sentences, paragraphs and longer passages as well as in other forms of media such as the Web, television, film, news media, current events, and literature.. Since literal comprehension is a requirement for critical comprehension, students' highest priority will be to develop literal comprehension skills. Numbers in parentheses indicate level reading competencies that correspond to objectives.

A. Literal Comprehension Skills

1. Recognizing main ideas in a given passage (a. l)
2. Identifying supporting details (a.2)
3. Determining the meanings of words on the basis of context (a.3)

B. Critical Comprehension Skills

1. Recognizing the author's purpose (b. l)
2. Identifying the author's overall organizational pattern (b.2)
3. Distinguishing between statement of fact and statement of opinion (b.3)
4. Detecting media bias (positive & negative) (b.4)
5. Recognizing author's tone (b.5)
6. Recognizing explicit and implicit relationships within sentences (b.6)
7. Recognizing explicit and implicit relationships between sentences (b.7)
8. Recognizing valid arguments (b.8)
9. Drawing logical inferences and conclusions (b.9)

II. Vocabulary Development

A. Using the context to understand the meaning of a new or unfamiliar word (a. 3)
B. Learning and using common word parts to determine the meaning of new words
C. Recognizing that every word represents a concept and serves as a graphic symbol of that concept
D. Recognize the connotation of words
E.

COURSE REQUIREMENTS:

This course meets 150 minutes per week. Each student is expected to read and complete all the assignments enumerated on the course syllabus. In addition, all supplementary exercises prescribed by the instructor must be completed successfully and turned in at a specified time. Each student is expected to maintain an accurate, up-to-date folder of assignments.

You will receive a tentative weekly schedule of chapters and topics for the semester. This is subject to change as the needs and pace of each class determine as decided by the Professor.

SOME ASSIGNMENTS WILL NOT RECEIVE A FORMAL GRADE BECAUSE THEY ARE PRACTICE EXERCISES LEADING UP TO AN ASSESSMENT OF SOME SORT THAT WILL BE GRADED. This is often the case in online labs. The practice exercises will be required before the software will permit you to take the assessment. Even though only the final assessment will be graded into your average, it will not be given credit if the practice pre-requisite exercises have not been completed as per the Professor's directions. There will be times when you will get credit for just completing the practice, regardless of the errors, and zero if you have not done it at all. It is considered an "effort" grade at that moment.

ATTENDANCE & SUCCESS ARE RELATED

Students are expected to attend all class sessions and complete all online Course Compass lab assignments for which they have registered. Class attendance and participation are significant factors that promote college success. **LAB ASSIGNMENTS ARE MANDATORY.**

OFFICE HOURS: Please fill them in here. They are also on the home page of my web site.

Monday	_____	_____
Tuesday	_____	_____
Wednesday	_____	_____
Thursday	_____	_____
Friday	_____	_____

MAKE UP POLICY:

Students who are absent or tardy are responsible for contacting the instructor about the lessons and assignments missed. **Absent work is due at the start of the period on the day you return from any absence. It is your responsibility to know what was covered and assigned when you were not in class and have it all completed on the day of your return. Make up work is only at the discretion of the instructor.**

If you are absent, it is your responsibility to check with Professor Gair or a classmate for missed assignments and class work to ensure you are prepared for the next class meeting. This means you must return to class following an absence prepared with both the work that is due that day, and the work that was due the day you were absent. ***"I was absent" is not an excuse for returning to class unprepared.***

ASSIGNMENTS: ALL ASSIGNMENTS COLLECTED AT THE START OF THE PERIOD AFTER I TAKE ATTENDANCE.

Written assignments, Chapter Exercises, Review Test, Mastery Test, Assigned Readings, Collaborative Activities, Learning Style Applications and other homework will be expected at the beginning of the class period.

LATE ASSIGNMENTS WILL NOT BE ACCEPTED AND WILL BE GIVEN A GRADE OF ZERO IF THEY ARE NOT TURNED IN WHEN COLLECTED.

CAMPUS INFORMATION:

Instructional Media Center (IMC)	Building 4, Room 101, Phone: ext. 2337
Learning Resources Center (LRC)	Building 4, Room 201 (2nd floor), Phone: ext. 2459
Microcomputer Learning Center	Building 4, Room 122, Phone; ext. 2430
Reading English Computer Lab	Building 4, Room 101
Testing Center	Building 4, Room 120

TESTING:

STUDENTS MUST BE PRESENT FOR ALL EXAMS!

All tests are to be taken during the designated time identified by the instructor. **Any exceptions are at the discretion of the instructor.** It is the students' responsibility to contact the instructor concerning a missed test or quiz. If no contact is made BEFORE the next class meeting, a "0" will automatically be recorded. MISSED TESTS WILL NOT BE THE SAME TEST AS THE REST OF THE CLASS TOOK. IN ADDITION, YOU WILL LOSE 10 POINTS FOR HAVING TO TAKE A MAKE-UP TEST AFTER THE DATE THE CLASS TAKES IT.

STUDENT ETHICS:

Students are expected to abide by the college's honesty policy and code of conduct as stated in the catalog. Students caught cheating on assignments or tests will receive a "0" which cannot be made up. Any additional action deemed necessary will be taken at the discretion of the instructor.

CLASSROOM CONDUCT

The culture of the college classroom requires individual responsibility and accountability for learning and classroom participation. Achievement in the reading process is grounded in a positive attitude and mastery of various reading strategies in order to ensure success. All students are expected to engage in classroom and out-of-class learning activities in order to show proficiency in such skills at the college level. It is therefore necessary and expected that all students will have a positive attitude toward and participate in all classroom activities in a manner that is conducive to the learning process for themselves and others. Your presence, participation, and success in this class will be viewed as a partnership in the learning process. If, for any reason, a student's classroom conduct interferes with the teaching process or the learning of others, the student will be requested to leave the classroom and an absence for the day will be recorded. Any subsequent disruption will be processed according to Valencia Community College Code of Student Conduct procedures.

GRADING:

NOTE: In order to pass Developmental Reading II (REA0017)), you must have an overall grade of 70% or higher in the class.. If you do not have a 70% you can only be withdrawn from the course for attendance, not a low average.

Grades in REA 017C are based on successful completion of all assignments enumerated in Grade Weight Distribution. Final grades in Prep courses are either A, B, C or F…there are no grades of D allowed for the final course grade.

Grades

90 - 100 = A

80 – 90 = B
70 – 80 = C
60 – 69 = D
Below 60 = F

Grade Weight Distribution:

Text Assignments: Assigned readings, Practice Exercises, Review Tests, Mastery Tests, Combined Skills Mastery Tests, Class Participation, Collaborative Activities, and Other Course Assignments.	**30%**
Attendance & Tardiness (See policy)	**10%**
Unit Tests (dates to be announced)	**20%**
Lab (You must complete AND pass lab to pass REA0017.) **See explanation and example below.** This includes the online average **and** other independent assignments determined by Professor Gair NOTE: It is possible to have an overall passing grade in the course and a failing grade in the lab component. In that case the student will fail the entire course. **Example:** That means a student could theoretically have an overall course grade of let's say 80%, a grade in the weighted textbook section of assignments of 75, a grade of 79 in the weighted exam category and a grade below 70 in the weighted lab component. In that case the student will FAIL THE COURSE because they did not pass the LAB component. Grading of labs will be on the basis of double the number of activity points earned with a maximum score of 120. Complete all lab assignments online, as assigned by the instructor. (Labs can be done anywhere you have access to the Internet.) Lab assignments must be completed by the due dates announced in class.	**20%**
Final exam (date can be found on Atlas)	**20%**

Grade Progress Reports: I use a special software designed to keep your weighted averages. After each class in which I collect an assignment that will be counting as part of the overall average I enter it into the software. I then have the software email each student an individual grade summary that day or at the very least before our next class meeting. That report also has a standard attendance warning-reminder. If you are Withdrawn for attendance you will not receive any further notices, the report is your ongoing warning.

READING EXIT EXAMINATION:

Students will take a comprehensive final exam, covering the entire semester's work. The score will be averaged in as shown in the grade distribution chart. There will ne no retakes or makeups offered.

FINAL EXAMINATION*:* The policy on the final currently states that a student missing the final receives a 0% for the final exam. That zero will be averaged in to the other grades. No makeups or retests will be offered. The final exam for the course will be given during the scheduled college-wide exam period.

DISCLAIMER:

Changes in syllabus and/or schedule may be made at any time during the term by announcement of the instructor. A revised syllabus may be issued at the discretion of the instructor. If an addendum is needed for the syllabus I will send it by email with instructions to print and attach to this copy.

THREE ATTEMPT RULE:

The State of Florida has mandated that all students placed into a college preparatory course be allowed three tries to complete the given discipline. Thus, if you were placed in REA 0001, you would have one semester in REA 0001, one semester in REA 017C, and one semester to repeat either of two courses. After the third attempt, if unsuccessful in passing that discipline, students will work with counseling staff to determine where they should go to complete the course.

A "W" is counted as an attempt unless you withdraw prior to the midpoint of the course.

CORE COMPETENCIES:

Core Competencies: Valencia faculty has defined four interrelated competencies that prepare students to succeed in the world community. In this course, through classroom lecture and discussion, group work and other learning activities, you will further develop your mastery of these core competencies.

VALUE: make reasoned value judgments and reasonable commitments

A) Recognize values as expressed in attitudes, choices and commitments.
B) Distinguish among personal, ethical, cultural and scientific values.
C) Employ values and standards of judgment from different disciplines.
D) Evaluate your own and others' values from individual, cultural and global perspectives.
E) Articulate a considered and self-determined set of values with empathy and fair-mindedness, individually and in groups.

THINK clearly, critically, and creatively. Analyze, synthesize, integrate and evaluate in many domains of human inquiry

H) Analyze data, ideas patterns, principles, perspectives
I) Employ the facts, formulas, procedures of the discipline
J) Integrate ideas and values from different discipline
K) Draw well-supported conclusions
L) Revise conclusions consistent with new observations, interpretation, or reasons with curiosity and consistency, individually and in groups

COMMUNICATE with varied audiences using varied means

A) Identify your own strengths and need for improvement as communicator
B) Employ methods of communication appropriate to your audience and purpose
C) Evaluate the effectiveness of your own and others' communication by speaking, listening, reading and writing, verbally, non-verbally and visually with honesty and civility in different disciplines and settings.

ACT purposefully, reflectively and responsibly

A) Apply disciplinary knowledge, skills and values to educational and career goals
B) Implement effective problem-solving, decision-making, and goal-setting strategies
C) Act effectively and appropriately in various personal and professional settings
D) Assess the effectiveness of personal behavior and choices
E) Respond to changing circumstances with courage and perseverance, individually and in groups in

WRITTEN ASSIGNMENTS

ALL WORK IS DUE AT THE START OF CLASS WHEN ATTENDANCE IS TAKEN. AFTER THAT IT IS NOT ACCEPTED. IF YOU ARRIVE AFTER WE HAVE GONE OVER THE HOMEWORK AND WE HAVE SCORED IT AND TURNED IT IN IT WILL HAVE A 20 POINT PENALTY FOR LATE ARRIVAL.

Typewritten work must be done in Times New Roman, 12 point , double spaced font, with 1" inch margins.. Use Microsoft WORD. In the upper left corner should be the **student name, CRN number, and date and the name of the Professor.**

See sample below.

First Name Last Name

CRN #_____

Date:_____

Professor Gair

Name of Assignment

Typewritten work must be done in Times New Roman, 12 point , double spaced font, with 1" inch margins.. Use Microsoft WORD. In the upper LEFT corner should be the student name, CRN number, and date and the name of the Professor.

- All required reading assignments may be answered on the pages in the textbook and removed for submission. However, all **written assignments** from "Discussion Questions" or longer assignments **must be typed and submitted separately.** Please include your name, the due date, the page number and title of the selection on the cover sheet. **Handwritten work is not acceptable.** Please check your spelling. Use well constructed clear sentences. Attach the completed writing to the rest of the assignment before you submit it for credit. There are printers all over the campus foe your use. Do not tell me you have no printer, the ink is dry, the printer died, etc…use a college printer before arriving to class.

- **Special Needs – Students with Disabilities**

  Students with disabilities who qualify for academic accommodations must provide a notification from the Office for Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. The East Campus Office is located in Building 5, Room 216.
  If you do have documentation then give it to me as soon as possible. In that case, whenever I announce an upcoming test it is your responsibility to come to me and indicate if you would like to take it untimed in the testing center, if that is what the accommodation sheet indicates for you. I need time to send an authorization and copy of the test to the testing center in time. Failure to notify me will result in you taking the exam in class with the rest of the students in a timed situation.

  BlackBoard- At times there will be activities for you to access in the college's online course environment. This is called BlackBoard and will be demonstrated in class. There is a direct link to BlackBoard and the My Reading Lab on the first page of my web site.

WITHDRAWAL POLICY: Check the master calendar to fill in the dates in these blanks. That is a homework assignment.

Valencia has a withdrawal policy (effective Session 1-97/98) that may affect cost of classes. Through_____**,** students will be able to drop/withdraw from any class without attempt penalty and receive a refund (They will receive a W). After that date, if students withdraw, it will count as an attempt which will affect the cost of repeat classes. The Florida Legislature passed a bill which states that for the third attempt of a college-level class, the cost will be the same as out of state tuition. The Withdrawal Deadline is _____**.** Per Valencia Policy 4-07 (Academic Progress, Course Attendance and Grades, and Withdrawals), a student who withdraws from class before the withdrawal deadline of _____ will receive a grade of "W." A student is not permitted to withdraw after the withdrawal deadline. A faculty member will withdraw a student up to the beginning of the final exam period _____ for violation of the class attendance policy. A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of "W.". A student who is withdrawn by faculty for violation of the class attendance policy will receive a grade of "W." Any student who withdraws or is withdrawn from a class during a third or subsequent attempt in the same course will be assigned a grade of "F." For a complete policy and procedure overview on Valencia Policy 4-07 please go to: http://valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=75.

CLASSES WILL NOT MEET:
Memorial Day Monday May 27

- http://valenciacollege.edu/calendar

Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. BayCare Behavioral Health Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Free face-to-face counseling is also available.

Important Links

- College Catalog - http://www.valenciacollege.edu/catalog/
- Student Handbook - http://valenciacollege.edu/studentdev/CampusInformationServices.cfm
- Policy Manual - http://www.valenciacollege.edu/generalcounsel/
  - Student Code of Conduct - http://valenciacollege.edu/generalcounsel/policy/default.cfm?policyID=180&volumeID_1=8&navst=0

Smoke Free Campuses
http://valenciacollege.edu/generalcounsel/documents/Valencia_Smoke_Free_Policy_and_Procedure.pdf

REA0017 TENTATIVE AGENDA: READING ACROSS THE DISCIPLINES (TTTT) THINKING THROUGH THE TEST (BRING BOTH TO CLASS ON A DAILY BASIS)

NOTE: The schedule is a tentative schedule. I will adjust it as we go along in response to the level of understanding the class demonstrates on each chapter. However, please realize that summer school is 15 weeks done in 6 and therefor we are limited in how long we can stay on one particular topic. If you are experiencing trouble do not hesitate to get to the Media Center and request a tutor.

***Ongoing Reading and Discussion from the Academic Disciplines from sections 10-23 of the textbook will also be assigned.**

Summer

Week 1: (May 6 to 9)- Chapters 1 (Reading and Thinking Strategies) Most of Chapter 1 will be done independently outside of class and then Chapter 2 (Vocabulary Skills) Monday and Tuesday Chapter 1, Wednesday and Thursday Chapter 2 Plus TTTT, Introduction of Highlighting Skills and future highlighting requirements on homework.

Week 2: (May 13 to 16)- Finish Chapter 2 as needed, Chapters 3- Thesis, Main Ideas, Supporting Details and Transitions Words. Introduction of Gair Theories- Coin Theory of Communication, The Gair Medical Building Model

Week 3: (May 20 to 23)- Chapters 4 Organizational Patterns and Relationships and TTTT and Chapter 6- Introduction to Drawing Inferences and Conclusions, TTTT

Week 4: (May 28 to 30) Monday May 27 is Memorial Day and this is a 3 day week- Chapter 6 finished and Chapter 7 – Introduction of Fact, Opinion, Types of Opinions, Author Purpose and Author Tone

Week 5: (June 3 to 6)- Chapter 7- Finish Chapter 7 and BIAS activities.

****** FOR WEEK 6 You will need to download an APP from your App Store called SOCRATIVE STUDENT. This will be used on your cell phone or tablet for an in-class fun review for the final exam.**

Week 6: (June 10 to 13)- Chapter-Finish Chapter 7, Review, Practice Final Exams- TTTT

Monday June 17- FINAL EXAM

Exams will be announced as we approach the end of the chapters being tested.

Notes About the Schedule and Important College Dates-FILL IN FROM MASTER COLLEGE CALENDAR

REFUND DEADLINE-
WITHDRAWAL WITH A Grade of W Deadline:
OFFICIAL HOLIDAYS-NO CLASSES-
LAST CLASS BEFORE FINAL EXAM-
FINAL EXAM
SEMESTER RECESS-
RETURN FROM SEMESTER BREAK-1ST DAY OF CLASSES IN NEW SEMESTER-
OTHER IMPORTANT DATES-

YOUR PLEDGE TO PROFESSOR GAIR AND YOURSELF

PLEASE READ, SIGN BOTH COPIES AND RETURN ONE TO PROFESSOR GAIR.

I have read and fully understand the syllabus for the Reading course with Professor Richard Gair. I understand my conduct is expected to be of a college nature and not in any way interfere with the teaching-learning process and will be in line with the Student Code of Classroom Conduct in the Valencia catalog. **I further understand the requirements for success in this course as far as attendance**, **needed supplies**, **completion of assignments in a timely fashion and commitment necessary to be successful**. I have read and understand the grading system and how the grades are weighted. I pledge to put forth my very best effort at all times to achieve the best possible learning in this course.

I understand that success in this course greatly depends upon my **regular attendance**, **completion of all assignments on time**, participation in class, regularly scheduled study time outside of class, application of study skills, seeking help when needed from the teacher, lab instructor, tutoring center, counselors or advisors or any other support system Valencia has in place to insure my success.

Student Name (PRINT)_____

Student Signature_____

REA 017- Course Section: CRN #_____ Date_____

----------Tear off, sign and return the bottom half to Professor Gair----------

YOUR PLEDGE TO PROFESSOR GAIR AND YOURSELF

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I have read and fully understand the syllabus for the Reading course with Professor Richard Gair. I understand my conduct is expected to be of a college nature and not in any way interfere with the teaching-learning process and will be in line with the Student Code of Classroom Conduct in the Valencia catalog. **I further understand the requirements for success in this course as far as attendance**, **needed supplies**, **completion of assignments in a timely fashion and commitment necessary to be successful**. I have read and understand the grading system and how the grades are weighted. I pledge to put forth my very best effort at all times to achieve the best possible learning in this course.

I understand that success in this course greatly depends upon my **regular attendance**, **completion**

of all assignments on time, participation in class, regularly scheduled study time outside of class, application of study skills, seeking help when needed from the teacher, lab instructor, tutoring center, counselors or advisors or any other support system Valencia has in place to insure my success.

Student Name (PRINT)_____

Student Signature_____

REA 017- Course Section: CRN #_____ Date_____