Welcome to Westminster 101! This one-credit course will help you in making a successful transition to Westminster College. Students will learn to improve and refine academic skills, develop stress management strategies, navigate college financing, and further investigate campus policies that lead to a healthy and vibrant campus community. Students will develop ways to maximize their college experience through self-exploration, interaction with campus resources, and engagement with co-curricular and extra-curricular offerings. This course will also cover requirements mandated by the federal government (i.e. sexual misconduct, alcohol education, and personal finance).

Course Texts:

The following texts are required for this course:

- Westminster College *Handbook for Students*
- Westminster College *Undergraduate Catalog*
- Readings (posted on D2L)
- Everfi (online course – see D2L)

Course Outcomes:

By the end of this course, students should be able to:

Describe and implement a variety of academic success skills

*Developing skills and strategies to reason logically and evaluate critically.*

*Examples: developing successful test taking strategies, study skills, goal setting, and self knowledge.*

Students will be able to:

- write academic/personal goals related to their college experience and design a plan for goal achievement
- articulate skills, opportunities, and requirements for potential careers
- select, monitor, and evaluate effective strategies for studying, time management, note taking, and test taking

Describe and implement strategies for personal resilience/personal responsibility

*Developing skills and strategies and knowledge to communicate effectively, acquire knowledge of self and community, and to demonstrate moral and ethical commitments to self, the campus community, and society. Students learn to receive feedback productively and commit themselves to lifelong learning.*
Students will be able to:

• define resilience and identify their own coping abilities/deficiencies
• name sources of stress, both in college and in life, and the effects of stress
• articulate various resilience strategies and design a plan to strengthen their resilience
• define campus party culture and safe party behavior
• identify strategies for by-stander intervention
• recognize stalking and unhealthy relationships
• identify local sexual assault resources

Develop strategies for ensuring personal financial competence

Developing the skills and strategies to apply knowledge to contemporary issues. Understanding one’s personal finances and having the skills to implement budgetary strategies leads to responsible citizenry.

Students will be able to:

• identify resources available for financial aid and paying for college
• define satisfactory academic progress and its impact on financial aid
• demonstrate awareness of budgeting and debt management

*Connecting to the Westminster College Mission Statement and Outcomes: “Westminster College seeks to help men and women develop competencies, commitments, and characteristics which have distinguished human beings at their best.”

Course Requirements:

ATTENDANCE:

Class attendance is mandatory and will affect your participation grade. If you miss more than one meeting (other than excused absences for illness, family emergencies, or sanctioned college functions), your individual participation grade will be dropped 10% for each unexcused absence.

Please be respectful of me and of your fellow classmates:

• Notify me ahead of time if you must miss class for any reason, including EACH extracurricular or athletic event.
• All work due must be submitted before the excused absence.
• Arrive to class on time.
• Turn cell phones to silent during class; text-messagers and instagarmers may be marked absent.

PARTICIPATION AND ASSIGNMENTS:

Detailed information, assignment instructions, and evaluation rubrics will be communicated to students both in class and via the course’s D2L page.

• **In-Class Participation** (15% of final grade)
  Active participation is crucial. The basis for your individual participation grade will be your attendance, which will then either be enhanced or reduced by the level and consistency of your participation (thoughtful speaking and engaged listening) during class discussion.

• **Weekly Assignments** (10% of final grade)
  The success of this course depends on your participation in class discussions. To encourage preparation and organization, you will be required to complete a few short assignments to prepare for our in-class work.

• **Resilience Assignment** (20% of final grade)
  This assignment will involve writing a 2-page paper analyzing your own response to a stressful situation.

• **Academic Success Assignment** (20% of final grade)
Time management is a skill that you will continue to develop over time. This exercise is designed to help you get starting in thinking about your time and how you spend it.

- **Personal Finance Assignment** (20% of final grade)
  Thinking ahead to your future career as an independent adult, you will be asked to develop a budget that will help you succeed financially.

- **Final Podcast Project** (15% of final grade)
  Working in groups of two, pick one of the topics we discussed this semester. Create a 5-10 minute “podcast” on that topic for an audience of next year’s incoming first year class at Westminster.

**COMMUNICATION**

Westminster Email: As per college policy, I will use your Westminster e-mail address to communicate with you, so plan to check your Westminster e-mail account. In addition, we will use this course’s D2L course page as a means of storing and sharing course documents (including this syllabus, assignment handouts, etc.), and turning in assignments. You will need to consult this page often.

**Course Policies:**

**ACADEMIC INTEGRITY**

“Central to the purpose and pursuit of any academic community is academic integrity. All members of the Westminster community, including students, faculty, staff, and administrators, are expected to maintain the highest standards of honesty and integrity, in keeping with the philosophy and mission of the College. Academic dishonesty is a profound violation of this code of behavior.” (Westminster College Catalog)

You are expected to know the elements and ramifications of academic dishonesty as stated in the 2018-2019 Westminster College Student Handbook and Course Catalog.

**ACCESSIBILITY**

Westminster College is committed to providing services and support for students with physical, psychological, visual, hearing or learning disabilities as defined by the Americans with Disabilities Act and Section 504 of the Rehabilitation Act. All students who seek accommodations for diagnosed disabilities should contact the director of the Office of Disability Resources for further information. You can contact the Office of Disability Resources by calling 724-946-7192 or visit their website: [http://www.westminster.edu/campus/services/disability-resources.cfm](http://www.westminster.edu/campus/services/disability-resources.cfm).

For information regarding civil rights or grievance procedures, contact the Vice President for Student Affairs at 724-946-7110.

**GRADING SCALE:**

The following scale will be used for grading each assignment and for your final course grade.

<table>
<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>100% - 94%</td>
<td>A</td>
</tr>
<tr>
<td>93% - 90%</td>
<td>A-</td>
</tr>
<tr>
<td>89% - 88%</td>
<td>B+</td>
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<tr>
<td>87% - 84%</td>
<td>B</td>
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<tr>
<td>83% - 80%</td>
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<tr>
<td>59% - 0%</td>
<td>F</td>
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