Ad Hoc Committee: Orientation Class
Meeting
Monday, April 20, 2009

Members Present: Linda Miller, Lee Barrentine, Marilyn Nicholson, Mary Beth Lancaster, Kelly Stanford, and Carol Bates.

The Orientation Committee members discussed the Curriculum Committee’s suggestion concerning not using the Final Exam to reward students who regularly attend class. The committee decided to use the Portfolio for the final grade. No final exam will be given.

Committee members reviewed the Shelton State textbook. All of the units that the committee originally selected are covered in the Shelton textbook. Several of the units the committee selected are covered in Campus Life:

1. Campus Life: Understanding Your College (policies, procedures, how to use the College’s website, etc.)
2. Goal Setting and Time Management
3. Who Are You? (personality types and learning styles)
4. Staying Healthy (stress management, drugs and alcohol, depression, suicide, sexual health issues, etc.)
5. Study Skills
6. Taking the Next Steps (transfer to the four-year College, going to work, community work, etc.)
7. Designing Your Resume and Cover Letter

The textbook will cost $27 net, which will be approximately a $40 cost to the student. It was determined that the same textbook will be used for technical (ORT) and academic (ORI) students; however, the assignments may be revised slightly for the ORT (technical) class.

A student profile is a section at the beginning of each chapter that highlights a student. Lee and Kelly agreed to obtain 14 or so student profiles at Award’s Day on Wednesday, the 29th. The Committee will choose 7 from the 14 to highlight in the textbook.

Other responsibilities assigned at the meeting were as follows:

- Student Learning Outcomes/Course Objectives: Mary Beth Lancaster
- Course Syllabus: Mary Beth Lancaster
- Proofreaders: Linda Miller
- Unit 1 Campus Life Review/Revisions: Marilyn Nicholson
- Student Profiles: Lee Barrentine
- Other committee members will be contacted concerning additional committee assignments.

Each unit will include three student assignments 1) journal entry, 2) activity such as printing the degree plan, and 3) 10-question quiz in Blackboard. The 10-question quiz will help the students learn to take an online test. All assignments will be placed in the student’s portfolio and graded following a standardized grading rubric at the end of the semester. The instructor may choose to grade the assignments at the end of each chapter rather than waiting until the end of the semester.

Respectfully submitted,

Carol Bates