COUN 300: STUDENT DEVELOPMENT EDGE

New Course Proposal
Changes saved but not submitted

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Credit Status
Noncredit

Subject
COUN - Counseling

Course Number
300

Full Course Title
Student Development Edge

Short Title
STUD DEV EDGE

Discipline

Disciplines List
Counseling

Modality
Face-to-Face
100% Online
Hybrid

Catalog Description
This course provides an introduction to College of the Desert for all incoming college students. Through this course, students will gain an understanding of our college structure, academic programs offered, student planning, financial aid, college expectations and support services.

Schedule Description
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Non-credit Hours
18

Lab Units
0

In-class Hours
12

Out-of-class Hours
6

Total Course Units
0

Total Semester Hours

18

Override Description

Non credit course

Limitation on Enrollment

Required Text and Other Instructional Materials

Resource Type

Web/Other

Open Educational Resource

Yes

Description

Current version of the College of the Desert Catalog

Class Size Maximum

30

Course Content

1. Introduction to Career Exploration
2. Services
   a. Navigating Canvas
   b. Accessing MyCOD email
   c. Using Self-service planner
   d. Understanding Financial Aid
   e. Finding information on COD website
   f. Campus resources
3. Cod Curriculum
   a. Use of college catalog
   b. Use of class schedule
   c. Degree and certificate programs available
   d. Degree and certificate requirements
   e. Educational planning
4. Student Success Skills
   a. Time Management
   b. Difference between high school and college
   c. Role of emotions in academic performance
   d. Personal Responsibility

Course Objectives

	Objectives
Objective 1	Use technological and physical resources to access campus and educational information.
Objective 2	Identify educational and career pathways.
Objective 3	Demonstrate basic understanding of College of the Desert policies and procedures and the educational and student service opportunities available.
Objective 4	Identify effective behaviors of successful college students.
Objective 5	Create an abbreviated Student Education Plan

Student Learning Outcomes

	Upon satisfactory completion of this course, students will be able to:
Outcome 1	Utilize all functions of the MyCOD student portal and identify where to seek out assistance on campus.
Outcome 2	Identify and review the requirements for the academic programs offered at College of the Desert.
Outcome 3	Explain college expectations and the behaviors needed to achieve success in a college environment.

Methods of Instruction

Method	Please provide a description or examples of how each instructional method will be used in this course.
Lecture	Instructors will lecture on important aspects of college structure, programs, and expectations.
Collaborative/Team	Students will be placed into groups to discuss and process information being discussed in class.
Demonstration, Repetition/Practice	Students will learn to navigate the COD platforms (Email, Canvas and Self-Service) through demonstration and daily use.
Self-exploration	Students will identify and reflect on relevant topics, including career and major selection.
Discussion	Students will participate in class discussions related to lecture topics.

Methods of Evaluation

Method	Please provide a description or examples of how each evaluation method will be used in this course.	Type of Assignment
Group activity participation/observation	Students will actively participate in group discussions and assignments.	In and Out of Class
Guided/unguided journals	Students will submit reflections in response to self-exploration topics discussed.	Out of Class Only
Student participation/contribution	Students will participate in class discussions and assignments.	In Class Only
Product/project development evaluation	Students will complete a variety of assignments that lead to a final project.	In and Out of Class
Other	Students' out-of-class hours will be tracked in the learning management system, as well as through the assignments they complete outside of class.	Out of Class Only

Assignments

Other In-class Assignments

Completion of brief career assessment.

Other Out-of-class Assignments

Daily check in assignments to gauge understanding of the information presented during class.
Reflect and identify differences between high school and college.

Grade Methods

Pass/No Pass Only

Distance Education Checklist

Include the percentage of online and on-campus instruction you anticipate.

Online %

100

What will you be doing in the face-to-face sections of your course that necessitates a hybrid delivery vs a fully online delivery?

This course can be offered online, in person or hybrid. There is nothing that would require it to be delivered using a specific modality.

Instructional Materials and Resources

Effective Student/Faculty Contact

Which of the following methods of regular, timely, and effective student/faculty contact will be used in this course?

Within Course Management System:

Discussion forums with substantive instructor participation
Online quizzes and examinations
Private messages
Regular virtual office hours
Timely feedback and return of student work as specified in the syllabus
Video or audio feedback
Weekly announcements

External to Course Management System:

Direct e-mail
Posted audio/video (including YouTube, 3cmediasolutions, etc.)
Synchronous audio/video
Telephone contact/voicemail

For hybrid courses:

Scheduled Face-to-Face group or individual meetings

Briefly discuss how the selected strategies above will be used to maintain Regular Effective Contact in the course.

Students will need to complete assignments and quizzes based on information presented by instructor. The instructor will then provide timely feedback on assignments.
A welcome video will be sent out and posted in the classroom prior to the first day of class.

Lectures, including posted videos, will be used as a way to initiate discussions.

Instructors will post weekly announcements to help keep students on track.

If interacting with students outside the LMS, explain how additional interactions with students outside the LMS will enhance student learning.

Instructors will hold regular office hours via zoom for students that have questions. They will also be available to speak over the phone. This is especially important to help resolve all student issues before they start their classes at COD.

Other Information

MIS Course Data

CIP Code
32.0111 - Workforce Development and Training.

TOP Code
493014 - Study Skills

SAM Code
E - Non-Occupational

Basic Skills Status
Basic Skills

Prior College Level
Not applicable

Cooperative Work Experience
Not a Coop Course

Course Classification Status
Other Non-credit Enhanced Funding

Approved Special Class
Not special class

Noncredit Category
Elem/Secondary Basic Skills

Funding Agency Category
Not Applicable

Program Status
Program Applicable

Transfer Status
Not transferable

General Education Status
Y = Not applicable

Support Course Status
N = Course is not a support course

Allow Audit
No

Repeatability
Yes

Repeatability Limit
NC
Repeat Type
Noncredit

Justification
This course is part of a college-readiness program, and students may repeat the course as often as they deem necessary.

Materials Fee
No

Additional Fees?
No

Approvals

Curriculum Committee Approval Date
2/01/2022

Academic Senate Approval Date
03/10/2022

Board of Trustees Approval Date
03/18/2022

Chancellor's Office Approval Date
05/07/2022

Course Control Number
CCC000631460

Programs referencing this course
EDGE Certificate of Completion (http://catalog.collegeofthedesert.eduundefined/?key=359)