

# COUN 300: STUDENT DEVELOPMENT EDGE

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**Originator**

jhuntzinger

**Co-Contributor(s)****Name(s)**

Meraz, Angela

**Justification / Rationale**

Adjusting audit

**Effective Term**

Fall 2023

**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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**Total Non-Credit Contact 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

**Class Size Maximum**

30

**Limitation on Enrollment**

none

**Required Text and Other Instructional Materials****Resource Type**

Web/Other

**Open Educational Resource**

Yes

**Description**

Current version of the College of the Desert Catalog

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**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, 3cm mediasolutions, 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**

Yes

**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>)