



First Year Seminar (FYS): Tackling Procrastination Fall 2023 Syllabus

Instructor & Course Information

- **Course Name:** First Year Seminar (FYS): Tackling Procrastination
- **Course Number:** HD 120A
- **CRN:** 28095
- **Instructor:** Jean Mittelstaedt
- **Campus/Location:** Moodle and Zoom
- **Course Access:** Moodle. All LBCC students have a Moodle account. Access with Single Sign-On ID and password.
- **Course Start Date:** September 20, 2023
- **Class Time/Dates:** Mondays, 3:00 - 3:50 pm
- **Zoom Link (Class and Office Hours):** <https://linnbenton.zoom.us/j/94385583289>
- **Office Hours:** Mondays, 4:00 - 4:30 and by appointment (use link above)
- **E-mail:** mittelj@linnbenton.edu

About Me

I am Jean Mittelstaedt, and I will be teaching you about writing this term. I've been at Chemeketa since 2009. I also teach students about driving here, and I teach students about writing at Linn-Benton Community College. Previously, I taught middle school and high school English language arts and literature courses. I can't remember ever wanting to be anything other than a teacher. I love words and language, which is why I enjoy teaching writing to students like you.

I have a Bachelor of Science in Education from Western Oregon University and a Master of Arts in Teaching in English and a Master of Arts in English from Portland State University. My professional interests include community in American literature, the teaching of writing, and the use of technology in education.

I live in SE Portland with my husband and goofy dog. My son is an auto mechanic and college student, and my daughter is a mechanical engineering college student. In addition to reading and writing, I enjoy singing, crocheting, cycling, listening to music, discussing politics, and watching favorite shows like *Star Trek*, *The Orville*, and *The Mandalorian*.

Course Information

Course Description & Course Benefits

First Year Seminar sets the foundations for success in higher education, with a particular focus on time management skills. The activities and assignments included in this course act as guides in helping students develop strategies and capacities to explore and achieve their academic goals. By design, First Year Seminar prompts reflection on values, interests, strengths, and challenges, while fostering connection to the college community. Key benefits gained from taking this course include the following: (a) developing meaningful connections with support sources on campus; and (b) the creation of an education plan that guides you toward your academic and career goals.

Learning Outcomes

After successful completion of the course you will be able to:

1. Explain the basic mechanisms of avoidance and procrastination;
2. Identify common expectations, skills, and strategies for academic success in higher education;
3. Recognize and describe your own strengths, behaviors, and potential challenges affecting your learning;
4. Utilize resources and services in order to address challenges and achieve goals;
5. Establish relationships and engage with the LBCC community for personal growth and success; and
6. Articulate your values, interests, and goals and develop an academic plan to work towards those goals.

Required Text

None. All readings will be provided electronically.

Expectations

- Attend class each week prepared and ready to participate.
- Participate actively and respectfully in group, class, and online activities.
- Be proactive about learning and contact me for help if you are having difficulty with our class. Ask questions when you do not understand. Make appointments with me

or meet with tutors and other persons who provide support services at LBCC (e.g., advisors, First Resort, mentors).

- Communicate absences, questions, and needs (ex. requests for more time).
- If you are absent from a class, please contact me. You can also check with a classmate for notes and other information.
- Complete all weekly assignments after carefully reading assignment instructions.
- Turn in homework when it is due. If something comes up, communicate with me.
- Log into Moodle at least twice per week.
- Check your LBCC student email regularly throughout the week.
- Use the material you learn in this class to advance your progress in other classes. What you learn here at LB will usually connect with your larger career/life goals.
- Contact the [Student Help Desk](#) when technical issues arise.
- Communicate when something isn't working for you.
- Complete an Education Plan with your advisor. A completed Education Plan is **required** to pass the course and can be submitted *any time* before Week 10 without penalty.
- I respect you as a person of great worth (regardless of sex, gender expression, race, nationality, religion, or culture). We will treat each other with the same respect in all our interactions.

Grading

This is a pass/no pass class. In order to receive a pass, you must meet all of these requirements:

1. Attend 70% of classes
2. Earn an overall assignment grade of 70% on your weekly tasks.
3. Submit an Education Plan that was completed with your Advisor (signed by Advisor or completed in DegreeWorks).

Completing your assignments on-time is an essential element of college success. Please talk to me if you are having difficulty meeting course deadlines so we can work on a solution that does not result in you falling behind.

Delivery Mode

Weekly live class sessions will be held on Zoom and attendance is required. This will be an interactive session designed to support you during your first term by exploring issues relating to college learning and expectations. A computer/tablet and reliable internet are required to view the meeting. A camera and microphone are needed to participate in the conversation. All students in the class can join the live class session by clicking the link on the course home page and following the prompts.

For more information about Zoom meetings, please open the following link in your browser: [LBCC Student Help Desk guide on using Zoom and joining a Zoom meeting.](#)

Technology Requirements

You will need access to a computer and reliable internet. I understand that technology may represent a barrier to you. LBCC offers several resources to students which may help you address these barriers. [Contact the library](#) about equipment checkout or other options. If you know your circumstances will make it difficult, please contact me as soon as possible so we can work together to find a solution.

College Policies

Basic Needs

Any student who has difficulty affording groceries or accessing sufficient food to eat every day, or who lacks a safe and stable place to live, and believes this may affect their performance in the course, is urged to contact the Roadrunner Resource Center for support (resources@linnbenton.edu, or visit us on the web www.linnbenton.edu/RRC). Our office can help students get connected to resources to help. Furthermore, please notify the professor if you are comfortable in doing so. This will enable them to provide any resources that they may possess.

Request for Special Needs or Accommodations

Direct questions about or requests for special needs or accommodations to the LBCC Director, Center for Accessibility Resources (CFAR), RCH-105, 6500 Pacific Blvd. SW, Albany, Oregon 97321, Phone 541-917-4789 or via Oregon Telecommunications Relay TTD at 1-800-735-2900 or 1-800-735-1232. Make sign language interpreting or real-time transcribing requests 2-4 weeks in advance. Make all other requests at least 72 hours prior to the event. LBCC will make every effort to honor requests. LBCC is an equal opportunity educator and employer.

LBCC Comprehensive Statement of Nondiscrimination

LBCC prohibits unlawful discrimination based on race, color, religion, ethnicity, use of native language, national origin, sex, sexual orientation, gender, gender identity, marital status, disability, veteran status, age, or any other status protected under applicable federal, state, or local laws. For further information see Board Policy 1015 in our [Board Policies and Administrative Rules](#). Title II, Title IX (employee cases), & Section 504: Scott Rolen, Director of Human Resource Development and Support, CC-108, 541-917-4425; Title IX (student cases): Jill Childress, Manager for Student Conduct and Retention, WH-215, 541-917-4806, LBCC, Albany, Oregon. If you feel you have been discriminated against in any interaction at Linn-Benton Community College, or have been harassed by another person while at LBCC, or wish to report any concern or complaint, please navigate to this page to make a report: linnbenton.edu/report-it. This and additional information can be found at <https://www.linnbenton.edu/about-lbcc/administration/policies/equal-opportunity.php>.

Know your rights and responsibilities

LBCC students have rights: the right to free speech, the right to assemble, the right of a free press, etc. LBCC students also have responsibilities to their community: the responsibility to participate and engage in class, the responsibility to advocate for their needs (ask for help), the responsibility to support a respectful teaching and learning environment, the responsibility to treat all persons with respect, the responsibility to be truthful and honest in all work and communications, and the responsibility to follow staff directions, local, state, and federal laws.

Rights and responsibilities balance together to create the best learning environment. For example, while you have free speech in the café or courtyard, in class the instructor decides whose turn it is to talk and what the topics for conversation will be. Students are free to believe what they believe, but instructors may require students to learn and recite concepts, principles, or theories for a class even if the student does not believe those concepts. You play a role in creating a positive community at LBCC.

Please review your [rights and responsibilities](#).

If you believe a faculty member or LBCC employee is violating your rights, please report to Human Resources, Scott Rolen, Calapooia Center Rm. 108.

Disclaimer

The Surgeon General has determined that eating this syllabus can be hazardous to your health. Side effects associated with use of this syllabus for prolonged periods include dizziness, nausea, vomiting, headaches, anxiety attacks and spontaneous writing. If you

have experienced such side effects when using other syllabi, please consult your doctor to see whether this syllabus is right for you. If you experience an interest in writing lasting more than 4 hours, please consider becoming an English major. Any resemblance to any other course or syllabus living or dead is completely coincidental. No animals were harmed in the making of this syllabus. Some students may have been. Not intended for use as a floatation device.

Course Schedule (subject to change)

Each class week begins on Monday morning at 8 am and ends the following Sunday at 11 pm. With a few exceptions, noted below, all assignments due on Sunday by 11 pm.

	Focus	Major Assignments
Week 0 September 20	Welcome to LBCC! Introductions	Meet Your Classmates Anticipating Challenges Week 0 Journal
Week 1 September 25	Understanding Why We Procrastinate	Time Log Week 1 Journal
Week 2 October 2	Using Resources to Reach Your Goals	Read “The Ultimate Power” Summary-response paper Week 2 Journal
Week 3 October 9	Addressing Uncertainty with Intentional Planning	Confirmation of advising appt Researching your chosen career Week 3 Journal
Week 4 October 16	Learning, Mindset, and Intelligent Practice	Course Feedback #1 Speak UP! forum post Week 4 Journal
Week 5 October 23	Hacking Procrastination	Procrastination Hacks Accessing Resources Week 5 Journal
Week 6 October 30	Being Informed about Your Choices	Quiz Week 6 Journal
Week 7 November 6	Financial Fitness	Personal Financial Fitness Task Week 7 Journal
Week 8 November 13	Accountability Through Communication & Connection	Speak UP! forum post Week 8 Journal
Week 9 November 20	Managing the Noise: Fall Holiday Break	None
Week 10 November 27	Celebrating Accomplishments and Prepping for Finals	Course Evaluation Education Plan due Pale Blue Dot
Week 11 December 4	NO CLASS – Final Exam Week	

