**Part II:** **Degree Planning **

**Pilot Program Spring 2012: EDUC 1300 Best Start Activities**

 **Outcome I:**

 100% of students in the Best Star Program will participate in career exploration and **an enrollment planning activity**, confirm their major (Program/plan) and sub-plan (if applicable) in iStar, and select courses to input into iStar’s **My Planner** before the end of the semester.

 **Part II:** **Degree Planning**

* QEP Best Start Degree Planning Assignment
* Degree Planning Activity in EDUC 1300 class
* Academic Planning meeting with a counselor or advisor outside of class

**Part II: Degree Planning- Tips for Instructors**

* What is degree planning? A degree plan is a list of classes that fulfills the requirements for a specific degree chosen by the student. The core classes and courses required for specific majors will vary quite a bit depending on the major and transferring institution.

It is a misconception that students can take any courses within the core and they will be accepted for all majors.

* It is important that each student print out the specific degree plan for their major and the university they will be attending if they are transferring. If they are completing a program at LSCS, they can access the degree plan on-line or in the LSCS College Catalog.
* Students will use their degree plan in conjunction with the **“My Planner”** feature in their **Student Center** which is located in their My Lone Star account. The degree plan will guide them in their selection of the courses specific to their major, listed on the Associate of Arts degree or Associate of Science degree. They can make a list of the classes they plan to take at LSCS and put them in their planner to use as a reference when they are registering for classes each semester.
* This “Degree Planning Activity” is not meant to replace a comprehensive advising session. Students will be required to schedule an appointment with a college advisor or counselor to go over their career plans, major, and degree plan. They may also go over their **“Path to Success Paper”** during their degree planning appointment. It is beneficial to schedule an advisor or counselor to come to your class to assist or lead the degree planning activity. Students often have many questions that come up during this activity. As an instructor, you are not expected to know the answers to all of the questions that students will want to ask during this activity. The degree planning activity is meant to serve as an introduction to degree planning and encourage the students to use critical thinking skills in obtaining their own degree plan.
* Students will have to complete a mandatory appointment with an advisor or counselor. (Some EDUC 1300 instructors will have an advisor assigned to their class). If the student was unable to print a degree plan in class, they should get one during their appointment with an advisor. Unless a student is undecided, they should always be using a degree plan specific to their program or major and the university that they will be transferring to. A general Associate of Arts degree will not list the specific classes for a chosen major. Students should only be using the AA degree by itself if they are undecided. I give all students a copy of the AA as many universities will say “chose a social science from the core approved list”, which are the courses on the AA.
* Grade for the Degree Planning Assignment: The degree planning assignment and visit with a counselor or advisor should be a substantial part of the student’s grade. It counts for 10% of the grade on some EDUC 1300 rubrics.

**Tips for Conducting the Degree Planning Class Activity**

The Instructor or advisor introduces the students to the activity by explaining the importance of following a degree plan. There is more than one way to conduct a Degree Planning Activity.

1. The first activity is the shortest and is recommended for instructors with degree planning experience. Give the students the **“Instructions for Pulling a Degree Plan”** handout and have them take the sheet to a computer and log on, following the directions for the type of degree they will be pursuing. If you do not have a computer classroom, you may wish to reserve one.

Once the degree plan is found, students should print it out as they will need to use the degree plan to choose classes to put in their **Planner** and it must be turned in with their **Degree Planning** **Assignment**. The advisor and instructor rotate around the room helping students and answering questions. It is very common for students to ask career or other questions that will require extended time and individual appointments. Advise students to write these questions down and bring them to their individual appointment with an advisor or counselor. The instructions for the **Degree Planning Assignment** follow. This is a required assignment for the **Best Start QEP Initiative**. Each campus may already have a form used by an EDUC 1300 advisor. If used, these should include all the components listed on the **Degree Planning Assignment** in this packet.

This activity can also be done as an outside assignment. You can show the Degree Planning Power point and give the students the handouts in the Degree Planning Module. Tell them you would like them to research their degree plan outside of class and bring a copy of their degree for the next class meeting. Most students need help “pulling” their first degree plan. They will be visiting with an advisor to get their final degree plan, but it is beneficial for them to learn how to pull their own degree plan.

1. The second activity for conducting the **Degree Planning Activity** involves showing a power point that guides students through the entire process. You will have the power point on your jump drive if you attend a training, otherwise you will have access to the power point and handouts under the Degree Planning Module on the **EDUC 1300: Learning Framework “First Year Experience” Faculty** **Resource Site** in the Angel Community Group at:

<https://myonline.lonestar.edu/section/default.asp?id=GROUP%2D110516%2D175338%2DJAB>

**Instructions for Pulling a Degree Plan**

Your degree plan is a “Road Map” that will outline the classes you should take while at LSCS that will count toward your major or program. Read the three descriptions below and follow the directions for the type of degree you will be pursuing.

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| **I. I am “Undecided” About My Career and Major** |
| * You will receive a copy of the Associate of Arts (AA) degree with the “safer” classes inside squares. These are classes that are usually part of most majors or programs. Use this to plan your next two semesters.
* Take your developmental classes first. Once you start your math courses, continue to take the math every semester until you have completed the required math for your plan.
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| **II. I Will be Transferring to a University and Know My Major** |
| * Start by visiting our Transfer Resources page to find transfer sites for many of the Texas universities:

 <http://www.lonestar.edu/university-transfer-guide.htm>* Select your university and the degree plan for your major and print it out. Make a list of the classes you can complete here before you transfer.
* Make a tentative six-semester plan, (see handout) outlining when you plan to take your courses. Look in the back of the LSCS Catalog at http://lonestar.edu/lscs-catalog.htm to see the prerequisite test levels or prerequisite courses you must have before you take each course.
* Use the AA (Associate of Arts) or AS (Associate of Science) in our catalog to choose courses if it says pick from the “core approved list” on your degree plan.
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| **III. I will be pursuing a certificate or AAS at LSCS** |
| * Most of our programs have websites on [www.lonestar.edu](http://www.lonestar.edu). A list of the programs can be found at: <http://lonestar.edu/programs-classes.htm>. Read the sites thoroughly and make a list of all classes including prerequisites that you will need.
* You will find a degree plan for both certificate and AAS Programs on these sites. They are also listed in the LSCS Catalog. If information sessions are offered, as in the health care programs, plan to attend as soon as possible.
* Make a tentative 6 semester plan, outlining when you plan to take your courses.
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\*Education majors, EC-6, 4th – 8th, transferring to Sam Houston, visit the following website for a degree plan: <http://www.shsu.edu/~edu_edprep/advise/degree.html>