General Information

Faculty: Michael Skelley, Ph.D.
Associate Professor
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Location: O’Hare Campus

Dates/Time: Tuesdays, March 28th – May 30th, 2017;
6:15 - 9:30 p.m.

Credit Hours: 4

Course Description

In this required course, students assess themselves as adult learners, write educational goals, do preliminary research in their focus area, create working relationships with their faculty mentor (i.e., the course instructor) and their professional advisor, and plan the remainder of their undergraduate program. They explore the notion of competence and identify ways of achieving it through prior and future learning. Students should take this course early in their program so they have a clear pathway to graduation.

This particular section of this course will also explore mindful awareness practices as an essential foundation of one’s personal, professional and educational development.

Faculty Biographical Sketch

Michael Skelley, Ph.D., has been a fulltime faculty member at SNL since 1993. His academic and professional expertise is primarily in the areas of mindfulness meditation and human development. Besides the “Foundations of Adult Learning” course, he teaches a variety of undergraduate and graduate courses on mindfulness meditation. He earned a
Bachelor's degree in Philosophy and Letters at St. Louis University and a Master's degree in Biblical Languages and Literature at the Catholic University of America. After teaching high school for two years, he earned a Doctoral degree in Religious Studies at Boston College. He also has a Master's degree from Loyola University in Organization Development. He held DePaul University’s Wicklander Chair of Business and Professional Ethics in 2001-2002. He received DePaul University’s Excellence in Teaching Award in 2004.

Competencies Fulfilled

L2: Can design learning strategies to attain goals for personal and educational development.

F1: Can design a plan for development in one’s Focus Area based on an analysis of elements that comprise the area.

Learning Goals/Outcomes

You will:

1. Acquire an understanding of the SNL undergraduate program, including the ways that competencies can be fulfilled.

2. Articulate short and long-term personal, professional and educational goals.

3. Choose a focus area, determine a working title for it, research its essential components and identify its core competencies.

4. Summarize past and future learning by producing a quarter-by-quarter learning plan.

5. Become familiar with DePaul and SNL resources that can help you as you progress through the program.

6. Understand and practice various ways of cultivating mindful awareness and investigate how these might apply to your personal, professional and educational development.

Learning Experience

Class sessions will involve a variety of different activities, including:

- Presentations from the teacher
- Large and small group discussions
- Reflective writing
- Audio/video presentations
• Mindful awareness practices

There will be a Desire2Learn website (https://d2l.depaul.edu) that will be used to facilitate communication between the class sessions, to submit homework assignments, monitor your grades and to access supplementary materials and resources.

Required Text (to be purchased before the first class session)


NOTE: Buy the hardcover version of this book. The book comes in various formats (e-book, audio book, CD. But are going to need both the written text and the CD with the guided meditations. Both of these come only with the hardcover version. So buy the hardcover version.

You can purchase this texts through your favorite bookstore or through DePaul’s online bookstore at http://depaul-loop.bncollege.com

Attendance and Participation

It is essential that you attend and participate fully in every class session. In the event of an absence, you should inform the instructor ahead of time and contact a classmate to be your "tutor" for the missed session. Always consult the course D2L site for handouts and assignments. Missing two or more classes may mean that you do not pass the course.

Learning Deliverables

There will be weekly homework assignments that are designed to support the major deliverables of the course, which are:

• the online library tutorial
• nomination of a Professional Advisor (or satisfactory progress towards this)
• an annotated bibliography of sources relevant to your focus area
• a professional goal and action plan essay
• a complete learning plan

Assessment Criteria for Writing Assignments

In order to receive credit for writing assignments at SNL, your writing must demonstrate achievement of the following criteria:

1. Reflection: For assignments that specify reflection as a required activity, your writing should demonstrate to the reader that you have made in
depth, thoughtful connections between concepts and, when appropriate, your personal experiences.

2. **Detail:** Writing is effective when an appropriate level of specificity is achieved. Your writing will demonstrate this when appropriate evidence is included to support ideas and opinions.

3. **Grammar, Syntax, and Style:** You should use standard English in all of your writing assignments. Your grammar, sentence structure, and style should direct your readers to an understanding of your ideas rather than serving as impediments to such understanding.

4. **Organization:** Make sure that each assignment is coherent from beginning to end.

5. **Accuracy:** Many of your assignments require you to transcribe detailed information from sources such as your college transcripts and course catalogues. It is important that you proofread all transcribed material to avoid unnecessary errors.

6. **Attention to Assignment Specifications:** Your written work should adhere closely to the guidelines established in the description of each assignment.

Consider visiting the Writing Center to discuss your assignments for this course or any others. You may schedule appointments (30 or 50 minutes) on an as-needed or weekly basis, scheduling up to 3 hours worth of appointments per week. Online services include Feedback–by–Email and IM conferencing (with or without a webcam). All writing center services are free. Schedule your appointments with enough time to think about and use the feedback you'll receive. To schedule a Face-, Written feedback by e-mail or on-line by visiting www.depaul.edu/writing.

**Grading**

Foundations of Adult Learning is a Pass-Fail course. Passing the course will require satisfactory class attendance and participation (missing two or more classes may mean that you do not pass the course) and completion of all the major assignments for the course.

In order for you to have an incomplete (IN) grade granted in this course, there must be significant extenuating circumstances (e.g., medical and/or significant personal issues). You also need to have demonstrated satisfactory class attendance and satisfactory progress on the weekly homework assignments. You will need to submit an SNL Incomplete grade contract to the instructor before the final session of the course to receive an incomplete grade. You are strongly advised to review the university deadlines for withdrawal without tuition refund and the implications for financial aid and grades.
Class Schedule (subject to change)

Week 1 (March 28th, 2017): Course Overview and Objectives

Week 2 (April 4th, 2017): The SNL Undergraduate Program; The Learning Plan; The Annotated Bibliography; Introduction to Mindfulness

Week 3 (April 11th, 2017): The Focus Area; The Professional Advisor; Applying Transfer Courses

Week 4 (April 18th, 2017): The Professional Goal and Action Plan Essay

Week 5 (April 25th, 2017): Individual Meetings with Instructor/Faculty Mentor

Week 6 (May 2nd, 2017): The Lifelong Learning Area; Jon Kabat-Zinn and Mindfulness-based Stress Reduction

Week 7 (May 9th, 2017): The Liberal Learning Area; University Resources

Week 8 (May 16th, 2017): Independent Learning Options

Week 9 (May 23rd, 2017): Preparing for the First Committee Meeting

Week 10 (May 30th, 2017): Building on the Foundations of Adult Learning

Important Policies

This course includes and adheres to the college and university policies described in the links below:

Academic Integrity Policy
Incomplete Policy
Course Withdrawal Timelines and Grade/Fee Consequences
Accommodations Based on the Impact of a Disability
Protection of Human Research Participants
Course Resources

University Center for Writing-based Learning
SNL Writing Guide
Dean of Students Office