



Navajo Technical University
PO Box 849 • Crownpoint, NM 87313

<http://www.navajotech.edu>
(505) 387-7401

Navajo Technical University honors Diné culture and language, while educating for the future.

Course # and Title: SSC100 College Success Skills

Credit Hours: 1 credit hour

Semester: 2026 Fall Semester, 1:30 – 2:40 PM

Instructor: Marlene Thomas-Herrera

E-mail: marleneh@ansbi.org

Office: Alamo

Office Hours: Alamo – Division of Community Services 8AM to 5PM, (575) 854-2609 ext. 1400

Preferred Communication email and/or face to face

Modality Face to Face Learning, Division of Community Services Computer Lab

Required Materials: Textbook: Native American College & Career Success, fourth edition Marsha Fralick, Peatrice Zamora, Larry Gauthier

Laptop and Internet Access: Computer Lab available

Federal Requirements for Online Teaching: see NTU's [E-Learning Checklist](#)

NTU Academic Calendar: <http://www.navajotech.edu/calendar>

Course Description

College Success Skills class is essential for beginning freshmen students entering college as a 1st generalization college student. The goal of the class is to help students set realistic college preparation goals for the future and complete their education successfully. Throughout the class, students will experience information about college life and culture, instructor expectations, study and test-taking strategies and managing their financial and educational future. The students will apply the Dine Philosophy of Learning in each learning segment.

Pre-requisites: none

Co-requisite: none

Student Learning Outcomes

Course Outcomes	Course Measurements
A strong understanding of how to succeed in college.	Students will reflect on readings from text specific to developing strategies of college success.
A strong understanding of developing resilience as a college student.	Students will build a plan on how to develop resilience as a college student
A strong understanding of finances and time management.	Students will strategize how they will pay for their college education and be able to understand time management if students are working and attending college classes.
A strong understanding of how identity and culture have a role in becoming successful college students	Students will write reflections how their language, culture, and identify can build character in succeeding in college.
A strong ability to combat homesickness.	Students will develop strategies on how to face homesickness.
A strong knowledge of how to navigate the first year of college.	Students will complete a final exam identifying four components that will allow success as a college student.
An ability to communicate when to ask for assistance as a college student.	Students will develop strategies on how they plan to ask for assistance and who to ask for assistance.

ASSESSMENTS

Attendance	2 points X 7 days = 14	Check list
Journal Entries	5 points each X 9 Chapters = 45 points	Checklist
Final Project – Power Point Presentation	25 points for presentation 20 points for submittal	
Reflection Paper	40 points	Rubric

Grading

Each assignment is worth a set number of points. Total points earned will be divided by total possible points, which will produce a percentage that will be converted at the end of the semester to a letter grade as follows:

- 100-90% = A
- 89-80% = B
- 79-70% = C
- 69-60% = D
- 59% or less = F

Program Assessment

Aggregated teacher candidate learning data from summative observations will be used by the program faculty to determine effectiveness and to identify opportunities for ongoing program improvement

Course Schedule

Week	Date	Activity/Reading	In-Class Activity	Homework/Assignment	Due Date
1	8/3	Introduction Dine Philosophy of Education Advisement – Final Power Point Presentation/Reflection of Class	• Self and Group Introduction • Academic Advisor Presentation • Read Career Success • Certificate Degree Checklist - NTU Catalog	Read Chapters 1	Discussion – CULTURAL IDENTITY on 8/7
2	8/10	Introductions Chapter 1, <i>The Spirit Essence of All We Do: Cultural Identity and Success</i>	• Discussion • Importance of Family and Home	Chapter 1 Journal Entries 1, 2, 3, 4, 5	8/14 Journal Writing
3	8/17	Chapter 1, <i>The Spirit Essence of All We Do: Cultural Identity and Success</i>	• Sharing and Discussion of Journal Entries • Overcoming Barriers	Chapter 1 Academic and Financial Issues	8/20 Journal Writing
4	8/24	Chapter 2, <i>Dreams Bring Knowledge: Understanding Motivation</i>	• Read Career Success • What do you want from College?	Chapter 2: Class Discussion on Career Success Story, Journal Entry 1, 2, 3	8/27
5	8/31	Chapter 2, How to be Motivated	• Motivation Quiz 1 & 2	Chapter 2: Class Discussion on Pessimism and Optimism Journal Entry 4, 5	9/3
6	9/8	Chapter 2, Successful habits of college students	• Read what is persistence • What could be a roadblock to success	Chapter 2: Self-Assessment, Measure your Success	9/10 What do I want from College?

7	9/14	Chapter 3, <i>Walk with nature as One: Choosing Your Major</i> Read Career Success	Worksheets: • Introverts and Extraverts activity • Sensing and Intuitive • Thinking and Feeling • Judging and Perceptive • Personality Types Quiz	Journal Entries #1, 2, 3, 4 Personality Preferences assignment	9/17
8	9/21	Chapter 3, <i>Walk with nature as One: Choosing Your Major</i>	Worksheets: • Judging and Perceptive • Personality Types Quiz • Exploring Your Interests	Complete Journal Entries, have a discussion on topics	9/24
9	9/28	Chapter 4, <i>The Moon Will Smile at Your Courage:</i> • Read Career Success: Deb Haaland	• Setting Priorities activity • Are you Addicted to Technology Activity • What is Time Management	Journal Entries: #1, 3, 4, 5 SMART Goals Assignment	10/1 Journal Life-time Goals
10	10/5	Chapter 4, <i>The Moon Will Smile at Your Courage: Managing Time and Money</i>	• Time Management Quiz I & II • What is procrastination?	Complete <i>Why I Work</i> Activity	10/8
11	10/12	Chapter 5,1 <i>The Earth Sings the Same Song It Sang to My Ancestors: Improving Your Memory</i> Read Career Success	• 5 Characteristics of Indigenous Knowledge discussion • Techniques of retaining memory. • Stress & Relaxation Memory Test	Journal Entries: #1, 2, 4, 5	10/15
12	10/19	Chapter 5, <i>The Earth Sings the Same Song It Sang to My Ancestors: Improving Your Memory</i>	Quiz Improving Your Memory	Discussion on Scenarios using memory and reading techniques	10/23 Practice with Mnemonics
13	10/26	Chapter 6, <i>The Rainbow Will Rise Full Circle: Improving Study Skills</i> Read Career Success	• Neuroscience and Practical Learning Strategies. • SQ4R	Journal Entries: #1, 2, 5 Becoming an Efficient College	10/29

			•Distractions •Online learning Textbook Reading Skills activity	Reader assignment.	
14	11/2	Chapter 7, <i>Listen to the Trees Talk: Taking Notes, Writing, and Speaking</i>	•Note Taking and Techniques •Reviewing Notes •Listening & Notetaking Quiz •Power Writing: Preparation, Organization, & Methods •Writer's Block •Public Speaking: Preparation & Delivery •Writing & Speaking Quiz Journal Entry #5 discussion	Journal Entries: #1, 2, 4 •Assignments: Notetaking Checklist •Evaluate Your Note-Taking Skills •Assess Your College Writing Skills •Thinking About Writing	11/5
15	11/9 11/10	Chapter 7, <i>Listen to the Trees Talk: Taking Notes, Writing, and Speaking</i> Read Career Success			11/10
16	11/16	Chapter 8, <i>Walk with Bare Feet on the Earth: Test Taking</i> Read Career Success	•Preparing for Tests •Test Preparation Quiz •Test Anxiety •Test Taking •Practice tests	Journal Entries: #1, 2, 3 Worksheets: • Test-Taking Checklist • Analyze Your Test-Taking Skills • Math Success Checklist Practice with Short Essays	11/19
17	11/30	Chapter 8, <i>Walk with Bare Feet on the Earth: Test Taking</i> Read Career Success	•Preparing for Tests •Test Preparation Quiz •Test Anxiety •Test Taking •Practice tests	Journal Entries: #1, 2, 3 Worksheets: • Test-Taking Checklist	12/3

				• Analyze Your Test-Taking Skills • Math Success Checklist - Practice with Short Essays	
18	12/7	Chapter 9, <i>Walking in Beauty and Harmony: Thinking Positively About the Future</i>	• Optimism, Positive Self-Talk, & Affirmations • Self-Talk activity • Beliefs • Positive Thinking Quiz • Secrets to Happiness Quiz • Making Positive Changes Worksheets • Measure Your Success Success Wheel	Journal Entries: #1, 2, 3, 4, 5 Worksheet: • Visualize Your Success • Happiness is ... Intentions for the Future	12/10
19	12/14	Slide Show Project Presentation	Finals 1. Present a (10 - 12 slides) Power Point • How this class has helped in getting you ready for college • How to be successful in college • How your language, culture, and identity will support your success • Culturally Relevance (Zuni or Navajo Core Values) DPE model 2. Reflection Paper on "How you will be successful in completing your certificate or degree at NTU." Slide Show Project Presentation		12/17

Indigenous Philosophies of Education

Diné Philosophy of Education is rooted in efforts at NTU to indigenize Western education and is the centerpiece of NTU's mission. The philosophy is based on Blessing Way and Protection Way teachings that constitute Navajo ways of knowing. Blessing Way teachings help you live a good life and stay on a pathway of harmony and balance. Protection Way teachings protect you against life's imperfections, evil, and corruption. They help you cope with hardships and difficulties.

Diné Philosophy of Education aims to weave together Blessing and Protection Way teachings in ways that complement all of life around us. Through these teachings, individuals internalize Sa'2h Naagh17 Bik'eh H0zh==n: knowledge, balance, connectivity, and strength – glossed in Navajo as K'é. Sa'2h Naagh17 Bik'eh H0zh==n connects Blessing and Protection Way teachings to the four cardinal directions and a set of Life Principles:

- Nitsáhákees (intellect, imagination, critical thinking)
- Nahat'á (preparation, self-reliance, motivation)
- Iná (collaboration, respect, humor)
- Sih Hasin (wisdom, reflection, self-actualization)

The Life Principles undergird the organization of student learning at NTU. Critical thinking, planning, implementation, and reflection are iterative steps for continuously improving what we do inside and outside of NTU classrooms.

Grading

You will earn a course grade by compiling points-per-assessment. Each assessment is worth a certain number of points as indicated in the Course Schedule or Course Modules. You receive no points for late work. Grades are calculated by dividing points earned by total possible points, which creates a percentage, which translates into a letter grade as follows:

- 100-90% = A
- 89-80% = B
- 79-70% = C
- 69-60% = D
- 59% or less = F

Attendance

You are expected to attend all class sessions and activities. Absence from class, if

unavoidable, does not relieve you of the responsibility to complete coursework by required deadlines. Furthermore, it is your responsibility to obtain notes, handouts, and other information when absent and to make up in-class assessments if permitted by the instructor.

Instructor Drop

Instructors may drop you from class after three absences.

Participation

Consistent participation is key to academic success in all course modalities: face-to-face, Zoom, and online.

Study Time

For a course of one credit hour, you are expected to spend two-three hours per week studying course materials. Thus, for this course, which is for 3 credits, you should plan to spend 6-9 hours per week studying course materials and doing course assignments.

Academic Integrity

You must do your own academic work. Cheating, helping someone else cheat, submitting another person's work as your own, or modifying academic work in one class to obtain additional credit in another (unless approved in advance by the instructor) are all forms of academic dishonesty and will not be tolerated. Failing to cite quotations, failing to enclose borrowed language in quotations, failing to paraphrase in your own words, and copying from the Internet are considered acts of plagiarism. Penalties for academic dishonesty and for plagiarism include a failing grade for an individual assignment, failing grade for the class, or suspension from NTU.

Students with Disabilities

Navajo Technical University is committed to serving you in a non-discriminatory and accommodating manner. If you need accommodations you should contact the Accommodations Office (<http://www.navajotech.edu/student-services#accommodations-services>) in accordance with the university's Disability Accommodations Policy (see http://www.navajotech.edu/images/about/policiesDocs/Disability_Exhibit-A_6-26-2018.pdf).

Non-Discrimination

NTU is also committed to providing learning environments that are professional, respectful, and safe from discrimination, gender and sexual harassment, bigotry, hate speech, or violence of any kind.

NTU Email Address

You must use your NTU email address for all communications with faculty and staff.

For ethical and responsible use of artificial intelligence (AI) for academic and professional work, refer to the NTU Artificial Intelligence Policy.

FINAL EXAM:**Homework Policy**

Homework turned in one day late will drop 10% of the grade.

Homework turned in two days late will drop 20% of the grade.

Homework turned in three days late will drop 30% of the grade.

Homework will not be accepted after the third day late.