

## Department of Academic Development

Students enter the Benjamin Franklin Institute of Technology with varying levels of academic preparation. We feel it is important for all students to begin their major studies at BFIT on the same academic level so that everyone has an equal opportunity to make the most of their education. The Department of Academic Development offers a range of courses for students needing additional preparation for the rigorous academics required in the pursuit of a college degree at BFIT. Courses focus on the specific academic skills and content required for each individual's success in the engineering and industrial technologies.

Depending on placement and performance, a student may need one or more additional semesters of course work in order to complete the requirements for an Associate degree. In order to continue the student's major course of study, the following criteria must be met: passing grades in all courses, grades of C or better in all mathematics and language courses, satisfactory completion of course requirements, and instructor recommendations. In addition, a student may also be required to complete courses during the summer session.

Each student's course of study will be customized to address the individual's strengths and needs.

### Curriculum

Academic Development courses are designed to build the skills necessary for more advanced study in mathematics, technology, the humanities and social sciences. Since the assimilation of basic math skills is central to success in technology studies, students needing to develop their math skills will begin their technical studies upon successful completion of MA090. Students needing extensive work on their language skills will successfully complete EN085, EN090 and/or EN091. Students learn how to employ effective communication skills by taking either EN110 or EN112.

### Samples of Typical Course Schedules

#### STUDENTS NEEDING DEVELOPMENTAL MATH AND DEVELOPMENTAL LANGUAGE:

| <u>Course #</u> | <u>Course Title</u>                        | <u>Credits</u> | <u>Lecture</u> | <u>Lab</u> |
|-----------------|--|----------------|----------------|------------|
| EN085           | English for Academic Purposes              | 6              | 6              | 0          |
| or              |  |                |                |            |
| EN090           | Academic Language Skills                   | 7              | 7              | 0          |
| or              |  |                |                |            |
| EN091           | Reading & Writing                          | 4              | 4              | 0          |
| MA090           | Fundamental Mathematics                    | 6              | 6              | 0          |
| EN110           | Oral Communication                         | 3*             | 3              | 0          |
| or              |  |                |                |            |
| EN112           | Introduction to Professional Communication | 3*             | 3              | 0          |

#### STUDENTS NEEDING DEVELOPMENTAL MATH ONLY:

| <u>Course #</u> | <u>Course Title</u>     | <u>Credits</u> | <u>Lecture</u> | <u>Lab</u> |
|-----------------|-------------------------|----------------|----------------|------------|
| EN130           | College Composition I   | 3*             | 3              | 0          |
| MA090           | Fundamental Mathematics | 6              | 6              | 0          |
| HU/SS           | Elective                | 3*             | 3              | 0          |

#### STUDENTS NEEDING DEVELOPMENTAL LANGUAGE ONLY:

Placed in EN090

| <u>Course #</u> | <u>Course Title</u>                         | <u>Credits</u> | <u>Lecture</u> | <u>Lab</u> |
|-----------------|---|----------------|----------------|------------|
| EN090           | Academic Language Skills                    | 7              | 7              | 0          |
| MA105/120       | Tech. Math/College Algebra and Trigonometry | 3*             | 3              | 0          |
| EN110           | Oral Communication                          | 3*             | 3              | 0          |

Placed in EN091

| <u>Course #</u> | <u>Course Title</u>                         | <u>Credits</u> | <u>Lecture</u> | <u>Lab</u> |
|-----------------|---|----------------|----------------|------------|
| EN091           | Reading & Writing                           | 4              | 4              | 0          |
| MA105/120       | Tech. Math/College Algebra and Trigonometry | 3*             | 3              | 0          |
|                 | Tech Course                                 | 3+*            | 3              | 0          |
|                 | Tech Course                                 | 3+*            | 3              | 0          |

\* denotes graduation credits

## Outcomes

Upon successful completion of the Academic Development courses, the student will be able to:

- Demonstrate proficiency in the basic concepts of algebra.
- Demonstrate proficiency in basic reading skills and writing conventions and be capable of addressing increasingly complex academic writing tasks.
- Employ effective communications skills in a variety of academic and professional settings, while working in teams and individually.
- Employ efficient study skills, time management skills, materials organization, note-taking, and critical thinking.

## Faculty

Tanya Rogers, Chair

Instructor Staff: Nancy Gordon, James Martin, James Yeh

## Course Descriptions

### EN085 ENGLISH FOR ACADEMIC PURPOSES 6 CREDITS

This Academic Development course is designed for English speakers of other languages who are looking to increase their writing, speaking, critical thinking and academic skills. In this course, students will comprehend and respond critically, in writing and speech, to academic level readings. Students will improve their ability to write simple and complex sentences using Standard English grammar. In addition, students will gain knowledge about, and enhance their understanding of, a variety of grammatical principles. Students will also gain a clear understanding of the expectations required of a student in higher education and professional conduct.

### EN090 ACADEMIC LANGUAGE SKILLS 7 CREDITS

This Academic Development course is designed for English speakers of other languages who have a foundation in English structures and vocabulary that enables them to participate in social settings. The purpose of the course is to further develop language skills in order to facilitate the students' participation in an academic environment by using an integrated skills approach that focuses on: effective strategies for critical reading, rhetorical patterns, grammatical structures that often prove troublesome to second language learners, academic listening and comprehension and note-taking. In addition, the course will provide opportunities for students to develop effective discussion skills for the college classroom.

### EN091 READING AND WRITING FOR ACADEMIC SUCCESS 4 CREDITS

This Academic Development course integrates the development of both critical reading strategies and academic writing skills. Students are introduced to the writing process and a deeper understanding and application of academic writing conventions. In order to enhance their participation in an academic environment, students will develop critical reading, thinking, and writing skills by working through a set of high-interest readings.

### EN110 ORAL COMMUNICATIONS 3 CREDITS

This course is intended to provide students with a basic understanding of the communication process and to enable them to develop their communication competence in various contexts. We will study the styles of speech used in these contexts, and will explore issues of audience, purpose, and tone. The course aim is to develop an awareness of the many ways in which we communicate with one another, and to promote confidence and overall speaking skills. The course will provide numerous and varied opportunities for students to practice communication techniques. At the conclusion of the course, all students should be knowledgeable of the elements of effective communication and capable of recognizing and participating in varied contexts.

### EN112 INTRODUCTION TO PROFESSIONAL COMMUNICATION 3 CREDITS

This course is intended as an introduction to provide students with a basic understanding of the communication process and to consider their competence as workplace communicators. The course focuses on gathering, organizing, and presenting written, oral, and visual information. Team-building skills are developed through collaborative learning environments. Technical communication skills are emphasized.

### MA090 FUNDAMENTAL MATHEMATICS 6 CREDITS

This Academic Development course is an introduction to basic algebra. Topics covered include fractions, mixed numbers, decimals, fraction to decimal conversion, ordered pairs, coordinate systems, basic rules of algebra, real numbers and operations, exponents, order of operations, the simple inequality, simple linear equations, formulas, percents, graphing, and introduction to problem solving. In this class, the use of calculators will not be allowed in most instances.