

COURSE SYLLABUS

Course Name & Number	Composition I ENGL 1301	Semester & Year	FALL 2009 Hybrid
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Catalog Description	Lecture and discussion for a study of the principles of expository and argumentative writing with special attention to sentence and paragraph structure, diction, punctuation, outlining and note taking; analysis and discussion of model essays; preparation of a bibliography, essay writing.
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Textbooks & Materials Required / Recommended	<p>A recent standard college dictionary</p> <p>Aaron, Jane E. <i>The Little Brown Handbook</i>. 6th ed., Pearson/Longman, 2007. (ISBN #0321383397)</p> <p>Kirszner, Laurie G. and Stephen R. Mandell. <i>Patterns for College Writing</i>, 11th ed. Boston: Bedford/St. Martins, 2010. (ISBN13: 9780312535513)</p>
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Learning Outcomes	<p>Students who successfully complete English 1301 will be able to:</p> <ol style="list-style-type: none"> 1. Recognize the author's purpose, audience, and rhetorical strategies in assigned readings. 2. Recognize and evaluate types of reasoning in assigned readings. 3. Use Standard English and identify and avoid major grammatical and mechanical errors in sentences. 4. Write unified, developed, clear, and coherent essays 5. Conduct scholarly research using print, electronic media, and Internet sources and integrate research findings into writings, scrupulously avoiding plagiarism and using MLA style of documentation.
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Instructor's Name	Gabrielle Fletcher	Office Phone #	940 668-3316
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E-mail Address	gfletcher@nctc.edu	Office Hours	Posted on Angel
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Grading Policy & Procedures	<p>Class participation/quizzes/discussions, assignments – 25%</p> <p>Projects/responses, and informal written assignments – 25%</p> <p>Paper 1 - 10%</p> <p>Paper 2 - 15%</p> <p>Paper 3 - 20%</p> <p>Final Exam 5%</p>
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<p><i>Attendance Policy</i></p>	<p>Regular attendance and active, prepared participation of all students is essential. Students who miss more than 20% of the course (equivalent to three weeks in a standard semester) will receive an F. We will meet 29 days, so 20% is about 5-6 days. It is truly your responsibility to drop yourself. There are no "excused" absences. Missed work will not be "made up" unless there are serious mitigating circumstances. Students are also expected to arrive on time and not to leave before the end of class. Late arrivals and early departures (which are distracting to both professor and students) will be recorded and every two instances will count as one absence. If the door is closed, do not come in and disturb the rest of the class- you are much too late! Because this is a hybrid course, classes will not meet on Fridays. This makes attendance on Monday & Wednesday imperative!</p>
<p><i>ADA Statement</i></p>	<p>North Central Texas College does not discriminate on the basis of disability for admission or access to its programs. The College is committed to providing equal access to its students with disabilities by providing appropriate accommodations; a variety of services and resources are made available through the ACCESS Department. Students are responsible for notifying the ACCESS Department of their need for assistance. Students with documented disabilities, such as mobility impairment, hearing or visual impairment, learning, and/or psychological disorders are eligible for services. The Corinth ACCESS Department is located in Room 120. The Gainesville and Bowie ACCESS Department is located in ASC 108 (next door to the bookstore) on the Gainesville Campus. For assistance, stop by one of these offices or call Robin Truhe at (940) 498-6207 on the Corinth Campus or Mary Martinson at (940) 668-4216 on the Gainesville Campus. Mary Martinson will meet with students on the Bowie campus by appointment. In addition, students can access information online at http://www.nctc.edu/Student_Services/Access/Access_program.html.</p>
<p><i>EEOC Statement</i></p>	<p>North Central Texas College does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability in the employment or the provision of services.</p>
<p><i>Scholastic Integrity</i></p>	<p>Scholastic dishonesty shall include, but not be limited to cheating on a test, plagiarism, and collusion. See <i>Student Handbook</i> "Student Rights & Responsibilities: Student Conduct [FLB- (LOCAL)]" #18. <i>Disciplinary Actions</i> [<i>Student Handbook</i>, p. 164, #5] "When cheating, collusion, or plagiarism has occurred beyond any reasonable doubt, the instructor may give the student or students involved an "F" on a particular assignment or in the course. [See Scholastic Dishonesty FLB (Local)] The instructor shall make a written report of the incident and of the planned action to her Department Chair. The Department Chair shall report the incident and action to appropriate instructional dean who shall review the case, notify the student and, if necessary, take further action. This may involve either probation or suspension of the</p>

	student or students in question. If such disciplinary action is deemed necessary, the Dean of Student Services shall be notified, and action shall be taken.”
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OTHER PERTINENT INFORMATION

Grading Scale - After years of receiving inflated grades ("earning" a C for simply attending, "earning" a B for doing the work in the course), students are frequently surprised and disappointed in the grades they sometime receive. This is a college course, and in this course students will be held to the standards of college-level work.

Writing Standards

While to some degree the evaluation of writing entails subjective judgments, there are clearly definable standards of competent academic and professional documents. These standards examine conventions, composition, and content in the document or project. "Convention" means that the writer has conformed to the standard formats and document design of the assigned task (a memo should look like a memo, an academic paper should follow all MLA format and documentation conventions). "Composition" means that that the writer has used standard spelling, punctuation, grammar, sentence construction, and paragraph coherence devices. "Content" means that the ideas are clear and coherent, logically developed, and supported by details.

90-100 (A) Excellent writing sets the gold standard. It does not simply meet the specifications of the assigned task; it exceeds them and does so with conspicuous excellence. It is not simply free of serious composition errors or relatively free of minor errors generally; it is exemplary (i.e. could be a textbook example). Therefore, it is rare.

80-89 (B) Good writing meets the specifications of an assigned task very well. It is free of major errors, though it may have some minor composition errors. It may fall short of the sophistication and thoroughness of excellent writing, but it is not embarrassing and demonstrates the writer's intelligence and thought.

70-79 (C) Minimally competent writing only meets the minimal specifications of an assigned task. It has minor composition errors and it falls short in several areas.

60-69 (D) Less-than-competent writing seriously falls short in from one to a few areas of an assigned task. It has serious composition errors.

0-59 (F) Failed writing either completely does not succeed in meeting the specifications for a task, is plagued with serious errors, or has violated academic honesty (plagiarism).

Web site – for additional help and support, plus your work for Fridays, check out the website: www.angel.nctc.edu or <http://206.53.229.168/>

Classroom Decorum - A college classroom is a place of learning. Behavior that is disruptive or hostile will not be tolerated. The professor reserves the right to dismiss any student from the classroom, either temporarily or permanently. Students should consult the "Student Handbook" section of the College Catalog in order to acquaint themselves with the student code of conduct.

Workshops - Drafts will have peer evaluation in class. We will spend time talking about papers and how to improve them. You will be placed in small peer editing/revising groups, and you will be responsible for giving each member in your group a copy of your paper. We will discuss how to analyze and give appropriate feedback. Your failure to participate (bring a draft) or attend these conferences will reduce your class work grade **dramatically** each time you miss: 0 for not attending; D for attending but no paper, C for attending with a paper that is weakly presented and an average job on peer review; B for attending with a completed, well-worked draft & doing a good job on peer reviews; A or higher for attending with a completed, well-worked draft & doing an excellent job on peer reviews. These workshops are a means by which you can get feedback and learn how to improve your writing skills.

Papers - We will be developing your writing skills throughout the semester. Each paper will have similar skills that I will expect to see improvement on, as well as specific skills that you will need to show you have mastered. Grading will get harder as we progress. Papers will have a specific minimum length requirement. **No paper will be accepted** without revised and edited draft(s), and papers not submitted to turnitin.com – **automatic F**. All papers are to be typed, double-spaced, 12-point font, New Times Roman, with one-inch margins, and correct headings. I will take points off if you do not follow these directions. Plagiarism will not be tolerated. This is an illegal, dishonest act that is against college policy. Penalties are severe for such acts; see your student handbook for further information. All papers are to be handed in on time. No papers will be accepted more than 1 day late (ex: if due Monday, I will take your paper no later than Tuesday at noon, with a 15 point drop; however, you will also need to email an electronic copy to me so that it can be submitted to turnitin.com: **NOON** is the deadline) – with exception of Paper #3, **which will not be accepted late!** Due dates are identified in the syllabus. Many community college students live complex lives, however, and students may take **one 24-hour extension** on a normal deadline (with no penalties incurred) provided that they contact the professor in advance of the deadline (not at the time it is due) to inform her of the situation, provided the reason is **legitimate and documented**. If you are ill, there is no reason why you cannot have someone turn your paper in for you. Your paper should already be completed.

Projects – You will be engaging in several different writing responses and projects throughout the semester.

My box is located in the business office or you may drop it off at my office: CPA 2001.

You may rewrite the first two essay projects once if you are dissatisfied with your initial grade (this does not mean EDIT, but REWRITE). If you choose to rewrite them, you must obtain a critique from the Writing Center, and produce proof of your visit, in order to receive credit:

http://www.nctc.edu/Student_Services/Access/AcademicSupportCenter.htm

All rewrites must be turned in with the original graded essay and all draft work. You have two weeks from the date initial essays are handed back in order to accomplish your

rewrite. I will average the two grades for a final essay grade (however, if you receive an F as an initial grade, the highest rewrite grade you can earn is B (plagiarized papers will not have this rewrite opportunity). Note that the final essay project for this class cannot be rewritten (so... make it good the first time!).

Library Website: http://www.nctc.edu/NCTC_Library/library_mainpage.html

Cell Phones/pagers/Beepers are not allowed in class. Please turn them off and make sure they are not audible or visible when you come in each day. If your phone goes off in class, be prepared for a zero for the day.

- Secure a classmate's phone number:

This is a college level course. You will be expected to maintain a professional attitude at all time, and you will be expected to display individual responsibility. I will go out of my way to assist you, but please do not suppose that I will allow you to slide by without meeting the minimum requirements for this course. *I reserve the right to add or delete readings when necessary depending on circumstances. You should have the reading assignments listed under each completed for that class period.

Week 1

8/24 Syllabus/writing sample (LO 3-4)

8/26 Writing Review & *Patterns* pp.15-36 & LBH 75-80 (LO 1,2)

8/28 Online Blog (LO 1, 3, 4)

Week 2

8/31 Writing Review & *Patterns* pp. 37-50 & 462-470 (LO 1,2)

9/2 Read *Patterns* 383-391; LBH 18-21 review; LBH 50-53; (LO 1,2)

9/4 *Patterns* 422-430 Discussion Online (LO1, 2, 4) Syllabus Quiz Online

Week 3

9/7 Labor Day – no class

9/9 Response #1 **DUE** [Entering the Conversation]; *Patterns* 143-151 (LO 1-5)

9/11 *Patterns* 436-442 (LO 1-3) Discussion & Quiz online

Week 4

9/14 LBH 271-275 ex. 34.1 & 34.2 (LO3)

9/16 *Patterns* 183 -189 (LO 1-2)

9/18 *Patterns* 167-171 & 172-176 (LO 1-2) Discussion & Quiz online

Week 5

9/21 *Patterns* 159-160; Response #2 **DUE** [HS vs. College] (LO 1-4)

9/23 LBH 276-278 ex. 34.4 & 34.5(LO 1-3)

9/25 Read LBH 397-405 online (LO3)

Week 6

9/28 LBH 141-146; LBH 208-210 (LO 3)

9/30 *Patterns* 248-257 Response #3 **DUE** [DHMO] (LO 1-4)

10/2 *Patterns* 345-349 (LO 1-2) Discussion & Quiz online

Week 7

10/5 LBH 156-160 ex 17.1 (LO 3)

10/7 workshop #1 Narrative/Description (LO 2-4)

10/9 Working on Punctuation Project

Week 8

10/12 LBH 146-152 ex 15.3, 15.4, &15.6 (LO 1-3)

10/14 *Patterns* 377-379; Response #4 **DUE** (Last Lecture) (LO 1-4)

10/16 LBH 153-155 ex 16.1 (LO 1-3) submit online

Week 9

10/19 #1 Narrative/Description Paper **Due** (LO 3-4); Critique directions and article read online (LO 1-2)

10/21 Critique cont. & LBH 409-418 ex 52.4 (LO 1-2)

10/23 Working on midterm

Week 10

10/26 *Patterns* 745 - 754 (LO1-2)

10/28 *Patterns* 363-367 & 242-247 (LO1-2)

10/30 Vampire/Dracula web site review **DUE** (LO 1, 3-5)

Week 11

11/2 LBH 379-389 (LO 3-4)

11/4 Workshop #2 Critique Paper (LO 3-5)

11/6 Riddle Research work online (LO1-5)

Week 12

11/9 *Patterns* 547-565; LBH 95-114 (ref) (LO1-2)

11/11 #2 Critique Paper **DUE** (LO 3-5)

11/13 Riddle Research Work online (LO1-5)

Week 13

11/16 *Patterns* 679-685 & 696-702 (LO1-2)

11/18 Riddle Research project **DUE** (LO 5); *Patterns* 629-647 (LO1-3)

11/20 Finish online grammar tutorials (LO 3)

Week 14

11/23 Grammar tutorials **DUE** (LO3)

11/25 Workshop paper #3 (LO 3-5)

11/27 THANKSGIVING BREAK

Week 15

11/30 Argument Oral Presentation (LO 2-4)

12/2 #3 Position/Argument Paper **DUE** (LO 3-5) & Review for Final Exam

12/4 Submit Punctuation Group Project online

FINALS TBA

