Title: Integrated Reading/Writing
Course: DIRW 0310: A Musical Journey | Section: 36001
Time: MTWR 10:10am – 12:10pm
SUMMER 2017

Course Information
Course Description:
Integration of critical reading and academic writing skills. The course fulfills TSI requirements for reading and writing.

English/Dwri Department Policy regarding written communication: Students must model grammatically correct communication during the duration of the course, in hopes that this attention to detail will become a life skill. This refers to any written work during the class and any emails sent to the instructor. If the email is not grammatically correct, then the student will be asked to revise the email and resend it BEFORE the instructor will answer. This also means no text-talk is allowed for any reason.

Course Prerequisites:
N/A

Instructor Information
Instructor: Dorothy Cox
Email: dlcox@dcccd.edu

Required Material:
MySkillslab w/etext Effective Reader/Writer CVC
Retail price: $62.30
Purchase it at the CVC Bookstore.
http://portal.mypearson.com/mypearson-login.jsp
(COURSE ID: __________________)

- 1 Music Magazine
- Earphones
- Binder for textbook and folder with dividers; pens, pencils,
  highlighters, USB/flash drive

Note: A minimum of 9 hours per week should be devoted to studying course material outside of class time, which includes working on MySkillsLab.

Disclaimer:
The instructor reserves the right to amend this syllabus as necessary.

Student Learning Outcomes
Upon successful completion of this course, students will:

- Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
- Comprehend and use vocabulary effectively in oral communication, reading, and writing.
- Identify and analyze the audience, purpose, and message across a variety of texts.
- Describe and apply insights gained from reading and writing a variety of texts.
- Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer’s purpose.
- Determine and use effective approaches and rhetorical strategies for given reading and writing situations.
- Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.
- Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.
- Develop and use effective reading and revision strategies to strengthen the writer’s ability to compose college-level writing assignments.
- Recognize and apply the conventions of standard English in reading and writing.

Grading Scale -- Grade Breakdown: 1000 points total

I. MySkillsLab: 250
   - Students must make an 80 on each module to move to the next one.

II. Theme Assignments: 500
   - Common Reading Source
   - Quizzes over reading
   - Short answer/essay Tests
   - Essays
   - Note taking
   - Attending concerts

III. Semester Project Musical Presentation: 100

IV. Competency Exam: Pass/Fail 150 points if passed

   100 Extra credit (CVC recitals and musicals, concerts + photo)

Course Outline

For maximum success in this course you should spend a minimum of 9 hours per week working on course material.

Service Learning

The College offers a Service Learning Program that allows students to earn recognition for hours worked in a volunteer program with a local organization. See the Cedar Valley College web site for additional information.  
http://www.cedarvalleycollege.edu/CommunityMembers/Lists/WebPages/DispForm2.aspx?List=4910a51c%2D65b2%2D4293%2D9ecd%2D5f5aa383b44d&ID=17

Stop Before you Drop

For students who enrolled in college level courses for the first time in the fall of 2007, Texas Education Code 51.907 limits the number of courses a student may drop.

You may drop no more than 6 courses during your entire
undergraduate career unless the drop qualifies as an exception. Your campus counseling/advising center will give your more information on the allowable exceptions.

Remember that once you have accumulated six non-exempt drops, you cannot drop any other courses with a “W”. Therefore, please exercise caution when dropping courses in any Texas public institution of higher learning, including all seven of the Dallas County Community Colleges. For more information, you may access: 
http://www.dcccd.edu/WhyReg/Registration/Pages/default.aspx

Withdrawal Policy
If you are unable to complete this course, it is your responsibility to withdraw formally. The withdrawal request must be received in the Registrar’s Office by August 3, 2017. Failure to do so will result in your receiving a performance grade, usually an “F.” If you drop a class or withdraw from the college before the official drop/withdrawal deadline, you will receive a “W” (Withdraw) in each class dropped. See institutional policies for additional information on withdrawals.

Attendance Policy
Students are expected to attend each class session for the entire class time (if your class begins at 11:00am, you are expected to be in class at 10:59am ready to learn; class is over when you have been dismissed by your instructor).

Two (2) points for every absence will be deducted from the final course grade. One (1) point for every tardy (late entering the classroom) will also be deducted from the final course grade. **If a student is absent three (3) times, then that would be 3x2 points=6 points deducted from the final course grade average. It is imperative that students are in class every day.

Excused Absences: For extenuating circumstances, such as illness, death, or pre-arranged court appointments, students must notify the instructor. An official note or receipt, showing the student’s name and date of service, must be given to the instructor by the next class session.

Tardies: Students are considered tardy after arriving 5 minutes from the starting time of class. 3 tardies equals 1 absence. If the student arrives after the instructor has already taken roll and was marked absent, it is the student’s responsibility – at the END of class – to request the absence be changed to a tardy.

If you are late:
1. Do not draw attention to yourself by speaking to your instructor or your classmates.
2. Listen and immediately take down whatever information is on
the board before it is erased.

**Missed assignments or lecture notes:** Students are still responsible for turning in all assignments on the DUE date – whether absent or not. Contact a reliable classmate to inquire about assignments. After you have contacted 2-3 of your classmates, if necessary, call or email your instructor with specific questions about your lack of understanding.

**To turn in assignments:**

a. If possible, make arrangements with your instructor to submit your work before or on the due date during his/her office hours.

b. Fax your assignment to the Liberal Arts Division Office.

c. Email your assignment (in the subject line, please type **your name, course, and section number**; example: John Doe, DIRW 0310-31002). **DO NOT** use text message language, profanity, or slang to communicate; it is unprofessional!!

**Emergency Closings**

Visit the Cedar Valley College website’s homepage for announcements. Also check **eCampus** or **email** from your instructor regarding assignments.

**Classroom Policies**

DIRW has a **ZERO** tolerance policy for class disruption (cell phone usage, Internet browsing, inappropriate dress/clothing, etc.). You will be asked to leave immediately and counted absent. You may return, but not before meeting with your instructor. Please review the following unacceptable behavior(s):

1. Making disrespectful or threatening comments to peers or instructor; use of profanity

2. Habitual tardiness or leaving class early; excessive classroom exiting (exceptions made for medical reasons – prior notification and documentation will be required)

3. Excessive talking or working on unrelated materials

4. Cell phone ringing, in class answering, texting

5. Sleeping or eating/drinking in class; bringing children to class

**Other classroom policies:**

1. No hats, wave caps, scarves, or rags

2. No sagging pants or exposed under garments

3. No poor hygiene

No open liquid containers; no food or foul odor snacks

**QUALITY ENHANCEMENT PLAN**

Cedar Valley College's Quality Enhancement Plan is designed to improve student learning in mathematics. Read more about our QEP at: [http://www.cedarvalleycollege.edu/QEP/default.aspx](http://www.cedarvalleycollege.edu/QEP/default.aspx)
INSTITUTIONAL POLICIES

Academic Advising
Academic Advising is a collaborative educational process whereby students and their advisors are partners in meeting the students' academic, personal, and career goals. This partnership is a process that is built over the student’s entire educational career at Cedar Valley College.

Educational planning is available to all students. First time in college students must meet with academic advisors prior to enrolling in classes; however, continuing students may choose to see faculty advisors, faculty counselors, and/or program coordinators after classes begin. All parties have clear responsibilities for ensuring a successful partnership. For more information, you may access:
https://www.cedarvalleycollege.edu/FutureStudents/StudentServices/AcademicAdvising/Pictures/AdvisingSyllabus.pdf

Academic Honesty
Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. Examples include (1) copying classmate’s assignments word-for-word; (2) copying from the textbook word-for-word; (3) downloading someone else’s music, video, or photos for a project.

- **First offense** – Student will receive a 0 for the assignment.
- **Second offense** – Student will be reported to Vice President of Student Services who will record the offense and take appropriate action.

ADA Statement
If you are a student with a disability and/or special needs who requires accommodations, please contact the college Disability Services Office at 972-860-8119 in L108.

Emergency Alert
Sign up for DCCCD Emergency Alerts to receive a text-message, e-mail and/or phone call when there is an unscheduled evacuation or closure of a DCCCD campus or office because of weather closures, utility outages, police or other emergencies. Subscribing is free, but standard text message charges from your cell phone provider will apply. Please refer to:
http://www.dcccd.edu/SS/OnlineSys/EmergAlerts/Pages/default.aspx

Financial Aid
Students who are receiving any form of financial aid should check with the Financial Aid Office prior to withdrawing from classes. Withdrawals may affect your eligibility to receive further aid and
Health Center Services
Basic first aid for minor cuts, scrapes, insect stings, and heat, etc. Contact the Nurse at 972-860-8277 in A104.
- Over-the-counter medications for headaches, fever, seasonal allergies, and colds
- Over-the-counter medications for mild allergic reactions
- Emergency sanitary pads
- Blood Pressure check
- Coordination with outside health agencies such as Carter Blood Care; Dallas County Health Dept. (HIV/STD testing--free, twice a semester); UT Southwestern mobile mammography; Immunizations once a month for children <19 y.o. from the DCDHHS; Agape Massage; and Employee Wellness Screening
- Rest area for stress relief, migraine headaches, post seizure activity
- AED (Automatic External Defibrillator) for CPR
- Confidential "talks"
- Assists with health related club activities when asked and time permits

Religious Holidays
Absences for observance of a religious holy day are excused. A student whose absence is excused to observe a religious holy day is allowed to take a make-up examination or complete an assignment within a reasonable time after the absence. Please inform your instructor in advance of your observance.

Repeating this Course
Effective for Fall Semester 2005, the Dallas County Community Colleges will charge additional tuition to students registering the third or subsequent time for a course. This class may not be repeated for the third or subsequent time without paying the additional tuition. Third attempts include courses taken at any of the Dallas County Community Colleges since the fall 2002 semester. More information is available at:
http://www.dcccd.edu/PC/Cost/3rdCrseAttmpt/Pages/default.aspx

Student Code of Conduct
As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at:
https://www1.dcccd.edu/catalog/ss/code.cfm?loc=CVC

Tutoring Center
Writing Tutoring is available on a drop-in basis or by appointment. Students struggling with writing/reading assignments are
recommended to visit the Tutoring Center on a regular basis. Use your student ID# to sign in and out of the computer at the front desk. Contact the Tutoring Center at 972-860-2974 in C206.

Reading Lab (B210)  The CVC Reading Lab is for reading improvement and tutoring only. The lab is not for personal computer usage. No cell phones, food or drinks are allowed in the lab at any time!!