Course Information

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<th>Course</th>
<th>Instructor Information</th>
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<tr>
<td>English Composition I</td>
<td>Dr. Holly McGowan-Romero</td>
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<tr>
<td>Spring 2019 (winter mini)</td>
<td><a href="mailto:mcgowanromero@gmail.com">mcgowanromero@gmail.com</a></td>
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<tr>
<td>ENGL 1301-32440</td>
<td>(972) 860-8091</td>
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<td>D215</td>
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<td>Office Hours: Emails answered in 24 business hours.</td>
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Course Description

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Required Materials Including Textbooks (include ISBN)


USB on which to save your work and a current email for regular class communication

Note: A minimum of 9 hours per week should be devoted to course material outside of class time

Course Prerequisites

One of the following must be met:

Developmental Reading AND Developmental writing; ESOL 0044 AND 0054; TSI Reading and Writing Standards.

Disclaimer –

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

Texas Core Objectives for Student Learning

Students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. In this course, the following skills are in focus.

1. **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
2. **Communication Skills** - to include effective development, interpretation and expression of ideas through written, oral and visual communication
3. **Empirical and Quantitative Skills** - to include the manipulation and analysis of numerical data or observable facts resulting in informed conclusions
4. **Teamwork** - to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
5. **Personal Responsibility** - to include the ability to connect choices, actions and consequences to ethical decision-making
6. **Social Responsibility**: to include intercultural competence, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

**Student Learning Outcomes**

Upon successful completion of this course, students will:
1. Demonstrate knowledge of individual and collaborative writing processes.
2. Develop ideas with appropriate support and attribution.
3. Write in a style appropriate to audience and purpose.
4. Read, reflect, and respond critically to a variety of texts.
5. Use Edited American English in academic essays.

**Exams and Assignments**

4 Essays
Weekly work— average counts as one major grade (discussion, quizzes, etc.)
Final Exit Exam Essay
You must **pass both the course content and the final** to pass the class

**Evaluation Procedures**

The average of weekly work will count as one major grade. Weekly work, Essays, and the Final will be averaged together for course grade.

**Final Exam**: Departmental Exam, you will respond to a prompt chosen by the department. **You are required to pass both the course content and the final exam to pass the course.**

If you are not passing English 1301 prior to the final, then you will not qualify to take the final exam and will have to repeat the course.

**Grading Scale**

A= 90-100
B= 80-90
C= 70-80
D= 60-70
F= Below 60

**Institutional Policies**

*Institutional Policies relating to this course can be accessed from the following link: [www.cedarvalleycollege.edu/syllabipolicies]*

Please note the withdrawal date for this course—Jan. 8, 2019
Certification date—Dec. 19, 2018. An assignment must be completed by this date for certification.
Attendance Policy
Log-ins during all active course days and completion of all activities

Emergency Closings
In case of weather that is severe enough to make you question whether the campus will be closed, the following information is provided:

The campus President will make the decision to close the campus on the day in question. The DCCCD offices of Public Information will work together to notify the media as soon as the decision is made. All major broadcast media will carry DCCCD inclement weather information.

In case of an emergency, contact the Cedar Valley College Police Department at 972-860-4290. The campus Police Department has officers on duty 24-hours-a-day to assist you.

The course will continue through eCampus, so always sign in and keep up with the work through the course eCampus site.

These plans are made to ensure the safety of DCCCD students and employees.

Tutoring Services
Room: C206
Phone: 972-860-2974

Course Policies

**Late work is not acceptable. This is a MINI term.** However, as a safety net, each student may submit a late essay once during the course provided that the request to do so is emailed within 24 hrs. of the due date and includes an attachment of the completed essay. Essays more than 24 hours late will be at half credit.

**Daily work assignments (discussions, quizzes, etc.) may not be made up, but the lowest two scores will be dropped.**

A student may request a revision within one day of receiving a failing paper grade, provided that the failing grade is not the result of not submitting the essay, plagiarism, or submitting an essay of less than 500 words. The student must complete a tutoring session with the tutoring center (online or in person) and submit the revision by the date given by the instructor. Revisions cannot earn higher than a "C."

Course Days—An on-campus course would meet four hours a day. Please plan accordingly to spend adequate time each day on the course to complete assignments.

**Email Communication**- When you email, make sure to include your name and the course and section (example English 1302-33421). Additionally, remember that emails are academic communications; pay attention to grammar, spelling, etc. Emails will generally be answered within 24 business hours (business hours exclude holidays and weekends).