<table>
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<tr>
<th>Course Information</th>
<th>Instructor Information</th>
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<tbody>
<tr>
<td>English Composition I</td>
<td>Dr. Holly McGowan-Romero</td>
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<tr>
<td>Spring 2019</td>
<td><a href="mailto:mcgowanromero@gmail.com">mcgowanromero@gmail.com</a></td>
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<td>ENGL1301-33420 and 33421</td>
<td>(972) 860-8091</td>
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<td>D215</td>
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<td>Office Hours (on campus): MW 2:00-3:00 PM</td>
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<td>Virtual Hours (by email): TH 9:30-12:30</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.

**Course Prerequisites**

One of the following must be met:
Developmental Reading AND Developmental writing; ESOL 0044 AND 0054; TSI Reading and Writing Standards.

**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*

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<tr>
<th>Texas Core Objectives for Student Learning</th>
<th>Disclaimer –</th>
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<td>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.</td>
<td>The instructor reserves the right to amend this syllabus as necessary.</td>
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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 week 15, 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](http://www.cedarvalleycollege.edu/syllabipolicies)

Please note the withdrawal date for this course—April 17, 2019.
Attendance Policy

Three weekly log-ins and completion of activities. The certification date is February 4, 2019. An assignment must be submitted prior to this date to be certified for the course.

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

Repeated late work is generally not acceptable. Late work impedes ability to complete the course. All assignments except the final exam and those assignments in the last week of the course have a “no penalty zone.” The no penalty zone extends two days beyond the due date, and assignments may be submitted during those days without penalty. Be aware that working in the no penalty zone requires you to work over the weekend; make sure you have a clear understanding of the assignment prior to the due date. For assignments beyond the no penalty zone, see below:

I will allow each student a ONE TIME grace (with a late deduction of 5 points) to submit an essay late one time during the semester if the request to do so is emailed. A late essay is one that is late beyond the no penalty zone. Additional late essays will be accepted as 50% credit only. All makeup essays and late essays must be submitted before the final week of the course begins.

Weekly work assignments (discussions, quizzes, etc.) may not be made up or submitted after the no penalty zone, but the lowest two scores will be dropped.

If documented medical, emergency paperwork is presented, essays may be accepted late for more credit on a case by case basis.
Questions about grades should be presented in a timely manner. Grades posted more than one week prior will not be discussed during finals week.

You are responsible for reviewing your submissions in blackboard and to ensure that the assignment was successfully submitted.

Email Communication- When you email, make sure to include your name and the course and section (example English 1302-31422). Additionally, remember that emails are academic communications; pay attention to grammar, spelling, etc. Emails will generally be answered within 48 business hours.