Mountain View College
Composition I
English 1301-61004
Spring 2020
January 21, 2020 – May 14, 2020

Professor: Joseph Collier BA, MA, S.C.C.T.
Email: josephcollier@dcccd.edu (Unless you and I have previously agreed that I will accept it, any assignment submitted to this address will be deleted without being read).
Office Phone Number: 214-860-8896
Office Number: W68
Office Hours: TBD
Room Number W 272
Meeting Times M, W 09:30 – 10:50
Credit Hours: 3
Division: ARCO
Office Hours: 7:30 AM – 4:00 PM
Office Phone: 214-860-8783
Office Location: E40

Course Description: Composition I is an intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis is placed 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.

Core Objectives:
Critical Thinking Skills - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
• Communication Skills - to include effective development, interpretation and expression of ideas through written, oral and visual communication
• Teamwork – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
• Personal Responsibility Skills – to include the ability to connect choices, actions and consequences to ethical decision-making

Learning Outcomes
After successful completion of this course the student should be able to
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.
Communication Policy: My office is in the same building as this class; you are always welcome to come by and visit; however, please let me know when you are coming by, so I can make sure I am going to be there. In other words, if you come by unannounced, do not get your feelings hurt if I am not there or unable to see you because of other obligations. One of the best ways to communicate with me is through email. Please include the class you are in and the meeting time(s). This way I can look at my notes and reply with the best answer.

Course Materials/Supplies Needed
All Material will be supplied through Blackboard as needed.
Merriam-Webster dictionary app (free) or paper copy
Other texts and media provided electronically
USB Drive (Flash/Thumb) with a minimum of 4 GB

Evaluation Procedures:
Essays (3) = 30% of your grade and 300 points (100 points each)
Essay Outlines (3) = 10% of your grade and 150 points (50 points each)
Annotated Bibliography 10% of your grade 150 points
Library Assignment 5% of your grade and 50 points
Art Gallery assignment 5% of your grade and 50 points
Attendance 10% of your grade and 100 points
Quizzes = 10% of your grade and 100 points
Final Paper = 20% of your grade and 300 Points
Total Points for the semester = 1000.

Any original literary analysis that is submitted on time AND meets the minimum page requirement may be revised for full credit if the score is less than 90. (This does not apply to the research paper that is submitted at the end of the semester.) For this reason, extra credit is not offered. However, any essay that does NOT meet the minimum page requirement will earn no grade higher than 69 and revision is NOT an option.

Attendance Policy:
Punctual attendance at every class is a necessity. Arrival at 09:35 counts as tardy.
Arrival after 10:40 counts as absent. If it is necessary to miss class, it is your responsibility to find out from the course calendar what you missed and come to the next class fully prepared, with all assignments complete. To clarify, being absent from a prior class is no excuse for not having your assignment on the day you do attend. If you miss more than 4 times, I will ask you to meet with your advisor before returning to class; it does not matter if the absence if excused or not. I take attendance every class, and you, as a student, need to attend every class in order to get to most out of the lesson(s). I am not an advisor; I do not advise students; however, after your fourth absence, I will request that you visit with your advisor to discuss your options. In other words, I take roll, and each day that you miss is worth 3 points. You do the math.
Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending, by the certification date. For this lecture course, your physical participation in class, on or before the certification date will allow you to receive credit for FA purposes. For certification dates, check with the division or FAO for further information. Students who are not certified as beginning class are responsible for any payments due as a result of non-certification, to include the dropping of courses.

Grading Scale: 900-1000 points = A  
800-899 points = B  
700-799 points = C  
600-699 points = D (This grade does not transfer to most universities.)  
0-599 points = F

Late Work Policy: Late work is NOT accepted, ever. It must be submitted at the beginning of the class period—not via e-mail—on the day it is due or before. In the case of a certified health emergency (Documents must be submitted to verify this), please inform me, and we will arrange a makeup work plan. Understand that appointments are NOT synonymous with emergencies, as they are planned ahead of time. As such, they are no excuse for late work or absence.

Makeup Exam Policy: N/A

College Sponsored Events: These activities do merit an “excused” absence, but any assignments due on the date of the event must be submitted on or before that due date. Written responses must be submitted to earn points for any participation activities missed.

Electronic Devices: Please refrain from using electronic devices for purposes besides coursework during class discussions. In other words, put your phones/tablets/laptops away unless I ask you to take them out. Remove All earphones/earbuds from your ears and put them away. Even if they are on top of your ears, they are still a distraction. If I catch you taking ANY pictures in class, I will ask you to leave. The second time, and I will speak with Student Services. Taking pictures of my notes in not allowed; It is an act of being lazy. Plus, you need to have a signed waiver by everyone in the classroom. This is not going to happen. Do the right thing, take notes by using your pen and paper. If you have a disability, please visit the office of Disability Services to determine your needs. This classroom complies with ALL the ADA requirements. However, you are not allowed to take pictures of during my class at any time to include the notes on the dry erase board, nor are you allowed to tape my lectures (without proper documentation from Disability Services). If I see any infraction you will be dealt with by Student Services with a request for removal.

The financial aid census date is February 3, 2020.

The withdraw date for this class is April 16, 2020
Academic Dishonesty:
Students who are caught *deliberately* plagiarizing an assignment will be subject to an “F” in the course and possible expulsion from the college. 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. 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.

**Institution Policies:** Please visit institutional policies for a complete list of institutional policies (Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Dishonesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan.).

**Spring Academic Semester 2020 Calendar**

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<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>January 2 (Thursday)</td>
<td>College buildings and offices open</td>
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<tr>
<td>January 13 (Monday)</td>
<td>Faculty Reports</td>
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<tr>
<td><strong>January 20 (Monday)</strong></td>
<td>Dr. Martin Luther King, Jr. Day - Holiday</td>
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<tr>
<td>January 21 (Tuesday)</td>
<td>Classes Begin</td>
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<tr>
<td>February 3 (Monday)</td>
<td>12th Class Day (Certification Date)</td>
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<tr>
<td>February 27 - 28 (Thursday thru Friday)</td>
<td>Professional Development Days -- Thursday and Friday day classes will not meet. Friday evening, Saturday and Sunday classes will meet.</td>
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<tr>
<td>March 2 (Monday)</td>
<td>Classes Resume</td>
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<tr>
<td>March 16-20 (Monday thru Friday)</td>
<td>Spring Break - College buildings and offices will be closed for the week.</td>
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<tr>
<td>March 23 (Monday)</td>
<td>Classes Resume</td>
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<tr>
<td>April 10 (Friday)</td>
<td>Holiday</td>
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<tr>
<td>April 13 (Monday)</td>
<td>Classes Resume</td>
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<tr>
<td>April 16 (Thursday)*</td>
<td>Last Day to Withdraw*</td>
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<tr>
<td>May 11-14 (Monday thru Thursday)</td>
<td>Final Exams</td>
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<tr>
<td>May 14 (Thursday)</td>
<td>Semester Ends</td>
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**SP 2020 English 1302 Assignment Schedule**

Week 1: Ice Breaker, Diction Guidelines to Essays and Paragraphs, and avoiding colloquialism.

Week 2: MLA Formatting and annotated bibliographies. Read *The Minister’s Black Veil* for week 3.
Week 3: Discuss *The Minister’s Black Veil*

Week 4: Finish *The Minister’s Black Veil*, work on annotated bibliography #1 (due on February 16, 2020).

Week 5: Put the sources together for Essay #1 (due February 23, 2020).

Week 6: Library and no class on the 27th. Read *Young Goodman Brown* and discuss it for week 7

Week 7: discuss *Young Goodman Brown*

Week 8: Annotated Bibliography #2 due by midnight March 12, 2020 start working on Essay #2.

Week 9: Spring Break


Week 11: Discuss *A Rose for Emily* Read *The Things They Carried* and discuss for week 12

Week 12: Discuss *The Things They Carried*

Week 13: Discuss *The Things They Carried* Discuss Annotated Bibliography #3 (due on March 19, 2020)

Week 14: Work on Essay #3 (due March 26, 2020).

Week 15 Work on final annotated bibliography and final paper.

Week 16 work on final annotated bibliography and final paper.