

Basic Course Information

Semester	Spring 2020	Instructor Name	D. Rowley
Course Title & #	Composition and Reading 110	Email	deirdre.rowley@imperial.edu
CRN #	20274	Webpage (optional)	
Room	3000	Office	Science Building: 2792
Class Dates	April 20 – June 12, 2018	Office Hours	M 1-2 pm; T 11:50-12:50; W 4:20-5:20 pm; Thur. 12-1 pm
Class Days	Monday / Wednesday	Office Phone #	760-355-6484
Class Times	8am – 12:30pm	Emergency Contact	Canvas Messaging
Units	4 credits		

Course Description

The standard course in freshman English. This short term course completes English 110 in half a semester. The course seeks to improve the student's ability to understand serious and complex prose and to improve the student's ability to write an exposition that is thoughtful and clear, including the production of a well-documented research paper. (CSU, UC)

Student Learning Outcomes

Upon course completion, the successful student will have acquired new skills, knowledge, and or attitudes as demonstrated by being able to:

1. Compose college-level essays that contain clear thesis statements, effective support, and unified organization. (ILO1, ILO2, ILO4)
2. Synthesize information from multiple sources to produce a research paper that is formatted and documented according to MLA guidelines. (ILO1, ILO2, ILO4, ILO5)
3. Demonstrate an ability to comprehend and interpret a variety of college-level texts, including complex arguments and at least one full length novel, play, or non-fiction book, without relying on outside sources for assistance (ILO1, ILO2, ILO3, ILO4)

Course Objectives

Upon satisfactory completion of the course, students will be able to:

1. Read, analyze, and interpret a variety of written texts, including one single-author text.
2. Identify evidence, tone, purpose, and audience, and fallacies in a variety of written works.
3. Demonstrate a thorough understanding of the writing process, from development and drafting to revising and editing.
4. Demonstrate a command of varying writing patterns, such as comparison and contrast, definition, and argumentation.
5. Demonstrate an understanding of connotative and figurative language while writing for an academic audience.
6. Adapt writing strategies to the requirements of the writing situation (e.g., to essay exam or other timed writing, research writing, reflective writing)

7. Examine and analyze their own writing and that of other students with a view towards improving the effectiveness of the written work.
8. Develop text analysis and interpretation supported by citations, synthesized with the study and application of documentation styles and library skills (including electronic databases) to produce a research paper.
9. Demonstrate an understanding of the writing process by writing at least four essays using a variety of rhetorical modes, along with one research paper, composing a total of at least 6,000 words. Expository and argumentative papers constitute the bulk of student writing.
10. Participate in a number of activities and areas of study as deemed appropriate by the instructor.

Textbooks & Other Resources or Links

Used, rented, or ebooks are fine.

- *Old Man's War* by John Scalzi, published by Tor Science Fiction ISBN10: 0765348276, ISBN13: 978-0765348272, paperback, required (New, Used, Rented.) ebook using an e-reader (Nook, Kindle) or computer
- *Using Sources Effectively* by Robert A. Harris, Routledge (Taylor & Francis Group), 5th edition, Required, ISBN: 978-1-138-28968-0; required (paperback, or e-book Used or rented copy suggested.) .
 - The 5th edition is different from previous editions
 - This will be used most of the semester. It is information needed to write the required 110 research paper.
- *MLA The Easy Way* (Updated for MLA 8th edition) Required, by Houghton and Houghton, published by XanEdu Publishing, available in print or as an ebook, ISBN: 978-1-93535-652-3.

Course Requirements and Instructional Methods

- Study skill techniques that enable anyone to pass the course are taught in class.
- This class uses conferencing, which provides time and help in class to improve your writing.
 - Peer conferences plus individual conferences with the teacher.
 - Essays going through several drafts.
 - Essays submitted through Canvas.
 - Essays must be submitted electronically and in hard copy.
 - Electronically submitted essays do best saved as a pdf.
- All essays use MLA format. This will be gone over in class.
- Classroom: oral discussions, quizzes, essay structure, concept maps, and practice.

Resubmitting Essays: After the mid-term and before the final exam, a student may rewrite and resubmit any one essay for regrading. This applies to essays not writing tests, exams, or the research project. The resubmitted essay may only be resubmitted once. The grade for the resubmitted essay, if higher than the original grade, will replace the original grade in the gradebook for that specific essay.

Out of Class Assignments: The Department of Education policy states that one (1) credit hour is the amount of student work that reasonably approximates not less than one hour of class time **and** two (2) hours of out-of-class time per week over the span of a semester. WASC has adopted a similar requirement.

- English 110 is a 4-credit class.
- 4 hours spent in class.
- 8 hours spent out-of-class reading, studying, and doing assignments.
- Total time per week spent on a 4-credit course = 12 hours

Breaks: There are breaks during which students may wish to check cell phones, visit the restroom, or walk around outside the classroom.

Course Grading Based on Course Objectives

- Grading Scale
 - A = 90-100%
 - B = 80-89%
 - C = 70-79%
 - D = 60-69%
 - F = 0-59%
- Grades are weighted as follows:
 - Essays – 15%
 - Writing Tests – 20%
 - Quizzes – 10%
 - Research Project – 10%
 - Mid-Term – 20%
 - Final – 25%
- Assignments are due when collected, usually at the beginning of class.
- **Emailed assignments are not accepted** unless specifically requested.
- With the exception of essays, late work is not accepted.
- Students who arrive after an activity has begun will not be individually accommodated.
- There is no extra credit.
- Be aware: a string of zeros can mathematically spell disaster.
- Essays: (Also see Course Requirements and Instructional Methods above.)
 - Essay #1: possible 50 points
 - Essay #2: possible 100 points
 - Essay #3 possible 100 points
 - Research Paper: possible 200 points
- Quizzes:
 - Quizzes will cover *Old Man's War*, information from *Sources*, and general writing skills covered in class such as MLA format.
 - Not all quizzes are announced.
 - Missed quizzes cannot be made up. (No exceptions)
 - The lowest quiz grade is dropped.
 - Late arrivals are not provided extra time to complete quizzes already in progress.
- Writing Tests:
 - Two in class Writing Tests are given during the semester.
 - Writing Test #1 = possible 75 points
 - Writing Test #2 = possible 100 points
 - Students may use a hard copy dictionary and *Old Man's War* as needed during a Writing Test.
 - Writing Tests are practice for the mid-term and the final.
 - One missed writing test may be made up within five school days of the day originally given. Dates for writing tests are on the class calendar.
 - It is the student's responsibility to make arrangements to make up a missed writing test within a week of returning to class.

- Missed Writing Tests are made up in the English Department in the Science Building.
- Research Project
 - The argumentative topic will be decided by the class with the following topics being unavailable.
 - Abortion
 - Immigration
 - Gun Control
 - Women in the Military
 - Solar Power
 - PTSD
 - A calendar of due dates for the steps in the research project is given to each student. (This keeps you on track and spreads out the research project avoiding undue stress. It helps you complete the research project in a timely manner.)
 - Items assigned for the research project must be done on time to earn points
 - Items assigned for the research project must be done in order.
 - Only one assigned item is accepted at a time. If an item is late, it may be presented in class. The item following must be presented in the next class, or after class in my office. Each step in the research process must be approved before starting and completing the next assignment.
 - All the prep work, (Items leading to the paper itself) must have been accepted and approved in order before the paper may be submitted through Canvas.
 - Late papers, once prep work is completed, lose 10% for each day late.
- Mid-Term and Final Exam are each worth 100 points.
 - The mid-term date is announced in advance. (See Class Calendar).
 - If missed, the mid-term may be made up outside of class.
 - The Final is given once. (See Calendar)
 - As grades are needed ASAP at the end of the semester, the final exam may not be made up without hard evidence a student was seriously ill in hospital, physically incapacitated and unable to get to campus as a result, is under the supervision of federal agents, incarcerated, or was abducted by aliens.
- Grades are available through Canvas 24/7

Why have tests, quizzes, and exams in a writing class?
<ul style="list-style-type: none"> ● These academic challenges show me, and you, what you have learned. ● Because this class focuses on providing new information about writing, you will be learning a variety of new ideas and concepts. ● You should always use previously presented ideas and concepts as we learn new writing techniques. ● The English 110 curriculum requires you have learned, understand, and are able to demonstrate essay development techniques taught in English 110. ● The English 110 curriculum includes developing your ability to understand and use critical thinking when researching. ● As an adult, as a college student, you can meet these curriculum requirements by keeping up with the class readings and assignments as well as reviewing past material on a regular basis. ● Your tests, quizzes, and exams will demonstrate to you and me that you have mastered the curriculum requirements for English 110.

Attendance

- A student who fails to attend the first meeting of a class or does not complete the first mandatory activity of an online class will be dropped by the instructor as of the first official meeting of that class. Should readmission be desired, the student's status will be the same as that of any other student who desires to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.
- Missing class means missing out on vital information and instruction as well as possible quizzes and Writing Tests. No one chooses to be ill, and illness is a valid reason for missing class. Non-emergency medical appointments, counselor appointments, vacations, and trips should be scheduled outside of class time.
- Regular attendance in all classes is expected of all students. A student whose continuous, unexcused absences exceed the number of hours the class is scheduled to meet per week may be dropped. For online courses, students who fail to complete required activities for two consecutive weeks may be considered to have excessive absences and may be dropped.
- Absences attributed to representation of the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

Classroom Etiquette

- Electronic Devices: Cell phones and electronic devices must be turned off and put away during class, unless otherwise directed by the instructor. Exceptions: e-readers (kindle, Nook, iPad mini) or laptop
- Food and Drink are prohibited in all classrooms. Water bottles with lids/caps in regular classrooms are the only exception. Additional restrictions apply in labs. Please comply as directed.
- Disruptive Students: Students who disrupt or interfere with a class may be sent out of the room and told to meet with the Campus Disciplinary Officer before returning to continue with coursework. Disciplinary procedures will be followed as outlined in the General Catalog.
- Children in the classroom: Due to college rules and state laws, no one who is not enrolled in the class may attend, including children.

Academic Honesty

- Plagiarism is taking and presenting as one's own the writings or ideas of others, without citing the source. You should understand the concept of plagiarism and keep it in mind when taking exams and preparing written materials. If you do not understand how to 'cite a source' correctly, you must ask for help.
- Cheating is defined as fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

Anyone caught cheating or will receive a zero (0) on the exam or assignment, and the instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated acts of cheating may result in an F in the course and/or disciplinary action. Please refer to the General School Catalog for more information on academic dishonesty or other misconduct.

Acts of cheating include, but are not limited to, the following:

- (a) plagiarism
- (b) copying or attempting to copy from others during an examination or on an assignment
- (c) communicating test information with another person during an examination
- (d) allowing others to do an assignment or portion of an assignment
- (e) using a commercial term paper service
- (f) utilizing material from any source outside your own head without providing correct and accurate citations

Additional Student Services

Imperial Valley College offers various services in support of student success. The following are some of the services available for students. Please speak to your instructor about additional services which may be available.

- **CANVAS LMS.** Canvas is Imperial Valley College's main Learning Management System. To log onto Canvas, use this link: [Canvas Student Login](#). The [Canvas Student Guides Site](#) provides a variety of support available to students 24 hours per day. Additionally, a 24/7 Canvas Support Hotline is available for students to use: 877-893-9853.
- **Learning Services.** There are several learning labs on campus to assist students through the use of computers and tutors. Please consult your [Campus Map](#) for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Study Skills Center](#).
- **Library Services.** There is more to our library than just books. You have access to tutors in the [Study Skills Center](#), study rooms for small groups, and online access to a wealth of resources.

Disabled Student Programs and Services (DSPS)

Any student with a documented disability who may need educational accommodations should notify the instructor or the [Disabled Student Programs and Services](#) (DSP&S) office as soon as possible. The DSP&S office is located in Building 2100, telephone 760-355-6313. Please contact them if you feel you need to be evaluated for educational accommodations.

Student Counseling and Health Services

Students have counseling and health services available, provided by the pre-paid Student Health Fee.

- **Student Health Center.** A Student Health Nurse is available on campus. In addition, Pioneers Memorial Healthcare District provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6128 in Room 1536 for more information.
- **Mental Health Counseling Services.** Short-term individual, couples, family and group counseling services are available for currently enrolled students. Services are provided in a confidential, supportive, and culturally sensitive environment. Please contact the IVC Mental Health Counseling Services at 760-355-6310 or in the building 1536 for appointments or more information..

Veteran's Center

The mission of the [IVC Military and Veteran Success Center](#) is to provide a holistic approach to serving military/veteran students on three key areas: 1) Academics, 2) Health and Wellness, and 3) Camaraderie; to

serve as a central hub that connects military/veteran students, as well as their families, to campus and community resources. Their goal is to ensure a seamless transition from military to civilian life. The Center is located in Building 600 (Office 624), telephone 760-355-6141.

Extended Opportunity Program and Services (EOPS)

The Extended Opportunity Program and Services (EOPS) offers services such as priority registration, personal/academic counseling, tutoring, book vouchers, and community referrals to qualifying low-income students. EOPS is composed of a group of professionals ready to assist you with the resolution of both academic and personal issues. Our staff is set up to understand the problems of our culturally diverse population and strives to meet student needs that are as diverse as our student population.

Also under the umbrella of EOPS our CARE (Cooperative Agency Resources for Education) Program for single parents is specifically designed to provide support services and assist with the resolution of issues that are particular to this population. Students that are single parents receiving TANF/Cash Aid assistance may qualify for our CARE program, for additional information on CARE please contact Lourdes Mercado, 760-355- 6448, lourdes.mercado@imperial.edu.

EOPS provides additional support and services that may identify with one of the following experiences:

- Current and former foster youth students that were in the foster care system at any point in their lives
- Students experiencing homelessness
- Formerly incarcerated students

To apply for EOPS and for additional information on EOPS services, please contact Alexis Ayala, 760-355-5713, alexis.ayala@imperial.edu.

Student Equity Program

- The Student Equity Program strives to improve Imperial Valley College's success outcomes, particularly for students who have been historically underrepresented and underserved. The college identifies strategies to monitor and address equity issues, making efforts to mitigate any disproportionate impact on student success and achievement. Our institutional data provides insight surrounding student populations who historically, are not fully represented. Student Equity addresses disparities and/or disproportionate impact in student success across disaggregated student equity groups including gender, ethnicity, disability status, financial need, Veterans, foster youth, homelessness, and formerly incarcerated students. The Student Equity Program provides direct supportive services to empower students experiencing insecurities related to food, housing, transportation, textbooks, and shower access. We recognize that students who struggle meeting their basic needs are also at an academic and economic disadvantage, creating barriers to academic success and wellness. We strive to remove barriers that affect IVC students' access to education, degree and certificate completion, successful completion of developmental math and English courses, and the ability to transfer to a university. Contact: 760.355.5736 or 760.355.5733 Building 100.
- The Student Equity Program also houses IVC's Homeless Liaison, who provides direct services, campus, and community referrals to students experiencing homelessness as defined by the McKinney-Vento Act. Contact: 760.355.5736 Building 100.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and to due process of law. For more information regarding student rights and responsibilities, please refer to the IVC [General Catalog](#).

Information Literacy

Imperial Valley College is dedicated to helping students skillfully discover, evaluate, and use information from all sources. The IVC [Library Department](#) provides numerous [Information Literacy Tutorials](#) to assist students in this endeavor.

Anticipated Class Schedule / Calendar

These assignments and due dates are tentative and may change during the semester. Although some reading must be done outside of class, there will be time scheduled in class for reading.

Week	Activity, Assignment, and/or Topic	<i>Old Man's War</i>	Sources
Wk 9/M April 20	Syllabus, Introduction/Course Overview Review writing process and techniques; writing succinctly Introduction to study techniques/ Fallacies	Quizzes are not always announced.	
Wk 9/W April 22	Objective revising, reader/response theory, understanding SciFi, College a personal view. Importance of examples. Introduction to Argument; Essay #1 (800 words minimum) Discussion, Start Rough Draft,		Ch. 1
Wk 10/M April 27	Summarizing, Paraphrasing, Commas Essay #1; conferencing. Essay evaluation	Ch. 1 & 2	Ch. 2
Wk 10/W April 29	Examples and Support, the Apostrophe, Pronouns Essay #1 due by 11:59pm Wednesday, April 29 <i>OMW</i> Discussion/ Start Essay #2	Ch.1& 2 (Expect quiz)	Ch. 3
Wk 11/M May 4	<i>Writing Test</i> (2 hours) Sentence structure Work on essay #2	Ch.3 & 4	Ch. 4
Wk 11/W May 6	MLA/primary research/ discussion /planning continued/ Argument reviewed/ Interviewing/ Discussion <i>OMW</i> / concept Maps	Ch. 5 & 6 (quiz Ch. 1-4)	Ch. 5
Wk 12/M May 11	Parallelism/Reviewing the Thesis Statement; <i>OMW</i> discussion – What makes us human? <i>Writing Test</i> Essay #2 due by 11:59pm, Wednesday, May 13 th Start Alien Chart	Ch. 7 (quiz part 1)	Ch. 6
Wk 12/W May 13	Mid-Term Exam (2 hours)/Editing/Objectivity/ Conferencing/ Research Introduction/ Research Calendar/ Topics/Database tour/ Planning /	Ch. 8 & 9	Ch. 7

Wk 13/M May 18	Citing Sources/ MLA/ Work on research paper	Ch. 10 & 11	Ch. 8
Wk 13/W May 20	Review Summarizing & Paraphrasing; Appositives; <i>OMW</i> Discussion / Evaluating what you read/Support/ Examples/ Using Argument/ Notes / Medical Advances Chart	Ch. 12 & 13 (Quiz .1-10)	Review Ch. 5 & 6
Wk 14/M May 25	Memorial Day – No Classes	Ch. 14 & 15 (Quiz Part 2)	Ch. 9
Wk 14/W May 27	Research Paper Due Wednesday May 27th Locating arguments / Review of Fallacies / Start Essay #3 / Discussion & Planning	Ch. 16 & 17	Ch. 9
Wk 15/M June 1	<i>Old Man's War</i> Discussion/ Work on Essay #3 Review for Final Exam / <i>Writing Test</i>	Ch. 18 (quiz 14, 15)	
Wk 15/W June 3	Essay #3 due by Friday June 5, at 11:59 pm Final review of <i>OMW</i> / Concept Maps		
Wk 16/M June 8	Final Quiz <i>Old Man's War</i>		
Wk 6/W 6/10	Final Written Exam (Essay)		

*****Tentative, subject to change without prior notice*****