

Basic Course Information

Semester	Spring 2018	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 16 – June 6, 2018	Office Hours	M/W 1-2pm; T/R 8-9am
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.**

- *Toolwire Writing Games* by Toolwire, Inc. (Access code available in the IVC bookstore. Ask at the counter.)
- *Tribe* by Sebastian Junger, published by Harper Collins, ISBN 978-0008168186 (paperback)
- *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, Pycszak Publishing, 3rd or 4th edition, 2011, ISBN: 1-884585-93-0, or 978-1-936523-35-1 paperback, required (Used or rented copy strongly suggested.)
- *MLA Handbook* 8th ed. ISBN:978-1-60329-262-7 (You need the 8th edition. Previous editions are not the same.).

Course Requirements and Instructional Methods

- Study skill techniques that enable anyone to pass the course are taught in class.
- This class uses the Writing Workshop Method, 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 to be eligible for grading.
 - Electronically submitted essays do best saved as a pdf.
- All essays use MLA format. This will be gone over in class.
- Classroom: oral discussions, journals, quizzes, essay structure and practice.
- Journals: Each journal assignment is related to an assigned reading. Minimum length is one page, with each paragraph having a minimum of seven sentences.
- Class is taken to the Writing Lab to work on their essays the last class prior to the essay due date.

Resubmitting Essays: After the mid-term and before the final exam, a student may rewrite and resubmit any one essay for regrading. 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.

Essay topics are assigned based on readings, except for the research paper. Individual research topics are chosen from a list provided when the research paper is assigned.

Course Grading Based on Course Objectives

- Grading Scale
 - A = 90-100%
 - B = 80-89%
 - C = 70-79%
 - D = 60-69%
 - F = 0-59%
- Grades:
 - Essays – 15%
 - Writing Tests – 20%
 - Research Project – 15%
 - (QJPDT) - quizzes, journals, planning, drafts, Toolwire Game scores – 10%
 - Mid-Term – 15%
 - Final – 25%
- Assignments - General
 - Assignments are due when collected, usually at the beginning of class.
 - Missing assignments result in zeros. (Zeros can lower grades to the point the student fails the class.)
 - If you arrive after the assignment has been collected, your assignment is late and do not earn points.
 - Make arrangements to use campus printers before class begins.
 - Emailed assignments are not accepted unless specifically requested.
 - Students who arrive after an activity has begun will not be individually accommodated.

- There is no extra credit.
- Grades are available through Canvas 24/7
- Canvas grades are neither rounded up nor rounded down. The grade is what it is.
- Assignments – Essays and Research Project
 - Planning and drafts must be submitted when due to earn points. Items submitted late do not earn points.
 - Each preparation item (planning, drafts, research items), must be submitted in sequence before the student moves on to the next item.
 - All preparation work must be successfully completed before the assigned item (essays, research paper) can be read and graded.
 - Writing assignments submitted after the due dates lose 5 points for each day past the due date.
 - Writing assignments must be submitted electronically and in hard copy to be eligible for grading.
 - For writing assignments graded online comments are available online for students once the essays are graded.
 - After the mid-term and before the last day of class, not exam week, any single essay (not writing tests) may be rewritten and resubmitted for grading. Once graded, the writer decides if the resubmission grade should replace the grade given the original essay.
- Essays:
 - Essay #1: possible 50 points
 - Essay #2: possible 100 points
 - Research Paper: possible 150 points
- Quizzes:
 - Quizzes will cover *Old Man's War*, *Tribe*, *Sources*, and general writing skills covered in class such as MLA format and various writing techniques..
 - 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 :
 - Three in class Writing Tests are given during the semester.
 - Writing Test #1 = possible 50 points
 - Writing Test #2 = possible 75 points
 - Writing Test #3 = possible 100 points
 - Students may use a hard copy dictionary and texts 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 it was originally given. A second or third missed Writing Test may not be made up.
 - It is the student's responsibility to make arrangements to make up a missed Writing Test.
 - Missed Writing Tests are made up in the English Department in the Science Building.
- Toolwire Writing Games
 - Lab time is scheduled to get started on the games.
 - One game is assigned each week.
 - Students have one week to complete that week's game.
 - Each game is worth a possible 20 points in the gradebook. For example:
 - 100 score = 20 pts
 - 95 – 99 score = 19 pts
 - 90 - 94 score = 18 pts
 - 85 - 89 score = 17 pts
 - 80 - 84 score = 16 pts
 - 75 – 79 score = 15 pts
 - The games may be played repeatedly until the desired score is achieved.
 - The student prints out the pdf score sheet and submits it in class.
 - Only one score sheet will be accepted for each game.
 - The score for each game goes into the grade book as a quiz.
- Mid-Term and final Exams
 - Mid-Term and Final Exams are each worth 100 points.
 - If missed, neither the mid-term nor the final exam can be made up.
 - Both exams are essays discussing some aspect of *Tribe* or *Old Man's War*.

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	Toolwire Writing Games	Tribe	Old Man's War	Sources
9 - M	Syllabus, Introduction/Course Overview Review writing process and techniques; writing succinctly Introduction to study techniques Paragraph Response:		Introduction	Quizzes are not always announced.	
9 - W	Objective revising, reader/response theory, understanding S.F., College a personal view. Importance of examples. Introduction to Argument; Essay #1 (800 words minimum) Discussion, Start Rough Draft,	#1 Writing Basics #2 Grammar	The Men and the Dogs		Ch. 1
10 - M	Summarizing, Paraphrasing, Commas Essay #1; conferencing. Essay evaluation		War Makes You an Animal		Ch. 2
10 - W	Examples and Support, the Apostrophe, Pronouns Essay #1 due by 11:59pm Wednesday, April 25th OMW Discussion / <u>Journal #1</u>	#3 Sentence Types #4 Sentence Structure	In Bitter Safety I Awake	Ch.1& 2 (Expect quiz)	Ch. 3
11 - M	<i>Writing Test</i> (Topic to be announced) Sentence structure discussion& planning for Essay #2		Calling Home from Mars	Ch.3 & 4 (quiz Ch. 1-4)	Ch. 4
11 - W	Essay #2; primary research/ discussion /planning continued/ Argument reviewed/ Interviewing/ Discussion OMW / <u>Journal #2</u>	#5 Thesis Topics #6 Thesis Statements	Postscript	Ch. 5 & 6 (quiz part 1)	Ch. 5
12 - M	Parallelism/Reviewing the Thesis Statement; OMW discussion – What makes us human?; <i>Writing Test</i> Essay #2 due by 11:59pm, Wednesday, May 9th			Ch. 7	Ch. 6
12 - W	Coherence/Editing/Objectivity/ Conferencing/ Research Introduction/ Mid-Term Exam (writing lab)	#7 Making a Plan #8 Sentences & Paragraphs		Ch. 8	Ch. 7
13 - M	Library Tour/ Planning/ Citing Sources/ MLA	#15 Research		Ch. 9 & 10	Ch. 8

		Processes and Resources			
13 - W	Review Summarizing & Paraphrasing; Appositives; <i>OMW</i> Discussion/ <u>Journal #3</u>	#9 Essay construction #10 Finding the Balance		Ch. 11 & 12 (Quiz .1-10)	Review Ch. 5 & 6
14 - M	Evaluating what you read/ Support/Examples/ Using Argument/Notes			Ch. 13 (Quiz Part 2)	Ch. 9
14 - W	Research Paper Due by Friday May 25th See Research Paper Calendar Locating arguments / Review of Fallacies <i>Old Man's War</i> projects assigned	#11 Intros and Conclusions #12 Revising and Editing		Ch. 14 & 15	Ch. 9
15 - M	Memorial Day – Campus is Closed				
15 - W	Discuss projects / <i>Old Man's War</i> Discussion / <u>Journal #4</u> / Review for Final Exam /Writing Test	#13 Revising Rough Draft #14 Revising Final Draft		Ch. 16, 17 (quiz 14, 15)	
M 6/4/18	Final review of <i>OMW</i> / Projects Presented			Ch.18	
W 6/8/18	Final Quiz – <i>Old Man's War</i> Final Written Exam (Essay) (In writing lab)				

Tentative, subject to change without prior notice