

Basic Course Information

Semester	Spring 2014	Instructor Name	Michael Heumann
Course Title & #	English 009	Email	michael.heumann@imperial.edu
CRN #	20026	Class Webpage	http://imperial.blackboard.com
Room	313B	Office	2791
Class Dates	Jan 21-May 16, 2014	Office Hours	MW 12-1; T 4:30-5:30; R 1:15-2:15
Class Days	Mondays-Wednesdays	Office Phone #	760-355-6553
Class Times	9:45-11:50 AM	Office Secretary phone number (in case of emergency)	760-355-6224
Units	4.0		

Course Description

Preparation for ENGL 110. The course seeks to facilitate the student's mastery of the short essay at the college level. The course follows in sequence from ENGL 008 (ENGL 098). (Nontransferable, nondegree applicable)

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 a multi-paragraph essay that responds to an essay prompt with a clear controlling idea or thesis statement. (ILO1, ILO2, ILO4)
2. Compose a multi-paragraph essay with a clear organizational structure and adequate support. (ILO1, ILO2, ILO3, ILO4)
3. Compose a multi-paragraph essay that uses correctly formed sentences with virtually no sentence-level or grammar errors. (ILO1, ILO2, ILO4)
4. Develop a research paper that effectively synthesizes ideas and information from multiple sources and utilizes correct MLA formatting of citations. (ILO1, ILO2, ILO3, ILO4, ILO5)

Course Objectives

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

1. Develop and apply discovery techniques for expository writing with five or more multi-paragraph essays, including a mini research paper.
2. Design an essay plan based on concrete data in pre-writing exercises that produces a controlling idea or thesis statement.
3. Organize content to support a thesis statement and subsequent supporting paragraphs while studying and applying various rhetorical modes with emphasis on comparison/contrast, definition, cause/effect, and argumentation.
4. Demonstrate the ability to recognize and identify various audiences, both general and academic, focusing on academic audiences.
5. Synthesize ideas and information from multiple sources in the development of a writing assignment that is supported by citations from the reading.
6. Practice a variety of sentence types and demonstrate principles of effective sentence construction and punctuation, including correct use of the comma, semicolon, quotation mark, apostrophe, and parentheses.
7. Demonstrate an understanding of connotative meaning and figurative language in his/her own writing after recognizing this technique in the writing of others.
8. Practice and successfully demonstrate the skills in areas designated by the instructor to be appropriate supplemental activities of improved writing technique.

Textbooks & Other Resources or Links

- Levine, Robert. *A Geography of Time: The Temporal Misadventures of a Social Psychologist*. New York: Basic Books, 1997. Print.
- Haldeman, John. *The Forever War*. New York: St. Martin's Griffin, 2009. Print.
- Kirszner, Laurie and Stephen Mandell. *The Pocket Wadsworth Handbook*. 5th Ed. Boston: Wadsworth Pub, 2012.

Course Requirements and Instructional Methods

- **English Zone:** This is an English class. Time spent in this class should be devoted to mastering your English reading, writing, and speaking skills. To this end, our classroom is considered an English-only area. From the time you arrive in class to the time you leave, you should speak only English. This includes conversations with your friends before and after class, even when the instructor is not present.
- **Preparation, participation, and deadlines:** You are expected to arrive in class with the day’s reading already completed and with required assignments ready to be turned in. You should also have the necessary textbooks with you during each class session. The books are small; there's no reason not to bring them to class with you. Late work, unless previously excused by the instructor, will not be accepted. You will be expected to actively participate in class activities that involve reading, discussion, peer response, and group work. Make sure your cell phone ringer is off before coming to class and do NOT answer your phone during class unless it is an emergency.
- **Deadlines Count:** Credit will be given for assignments only if they are turned in on time. If you are absent when something is due, you need to contact me immediately.
- **Office visits:** Students are encouraged to visit me during office hours or to make an appointment during other hours. Students should also take advantage of the excellent tutoring available at the Reading/Writing Lab (building 2600).
- **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.

Course Grading Based on Course Objectives

Graded Assignments	%
Essay #1: This will be an in-class essay (no makeup).	5
Essay #2: This will be an out-of class essay; a rough draft will be required and will count as 10% of the overall grade.	10
Essay #3: This will be an in-class essay (no makeup)	10
Quizzes: There will be many quizzes throughout the semester. Most quizzes will take place in the first 5-10 minutes of class. There are no makeups, and there is a fixed time allotted for each quiz.	10
Reading Journals: There will be several reading journal assignments connected to the two books we will be reading this semester.	10
In-Class Writing Assignments and Homework	5
Essay #4: This will be a research paper. It will be longer than the other essays and will require the use and documentation of sources.	20
Final Exam: This will be an in-class essay where you will be asked to respond to a prompt	30
TOTAL	100

Notes on Grading:

- **Rough Drafts:** Rough drafts for the out-of-class essays (Essays #2 and 4) are required. Their due dates are marked on the calendar. The rough drafts will be graded, and those grades will count as 10% of the total grade for each essay. Hence, if you do not turn in a rough draft for an essay, then your grade on the final draft will go down by one letter. The three in-class essays (Essays #1, 3, and the Final Exam) do not require rough drafts; they also cannot be rewritten for a higher grade.
- **Grade posting and Turning in Essays:** I will post all grades in Blackboard. All out-of-class essays (both rough drafts and final drafts) will be turned in via Blackboard. I will explain how to use Blackboard during one of the first

class meetings.

- **Common Final:** All English 009 students at IVC will participate in a common final. The final will consist of a reading selection and a response to that reading. The essays will be read by all of the English 009 instructors at IVC. The grading of the common final is on a 1-4 scale (1 being lowest, 4 being highest).
- **Last Two Assignments:** You will notice that Essay #4 and the Final Exam are, together, worth 50% of the overall class grade. That is deliberate. The goal for this class is to develop your writing skills so that you are ready for English 110. To that end, the assignments at the end of the semester are worth more than the assignments at the beginning. The more you learn this semester, the better your grade will be at the end.

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.
- 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 the 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.
- **Food and Drink** are prohibited in all classrooms. Water bottles with lids/caps are the only exception. Additional restrictions will 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 to take and present 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 correctly 'cite a source', 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, or assisting others in using materials, which 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) use of a commercial term paper service.

Additional Help

- **Blackboard** support center: <http://bbcrm.edusupportcenter.com/ics/support/default.asp?deptID=8543>
- **Learning Labs:** There are several 'labs' on campus to assist you through the use of computers, tutors, or a combination. For our class, you will need to familiarize yourself with the Reading & Writing Lab, located in 2600.

- **Library Services:** There is more to our library than just books. You have access to tutors in the learning 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 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. We now also have a fulltime mental health counselor. For information see <http://www.imperial.edu/students/student-health-center/>. The IVC Student Health Center is located in the Health Science building in Room 2109, telephone 760-355-6310.

Student Rights and Responsibilities

Students have the right to experience a positive learning environment and due process. For further information regarding student rights and responsibilities please refer to the IVC General Catalog available online at http://www.imperial.edu/index.php?option=com_docman&task=doc_download&gid=4516&Itemid=762

Information Literacy

Imperial Valley College is dedicated to help students skillfully discover, evaluate, and use information from all sources. Students can access tutorials at <http://www.imperial.edu/courses-and-programs/divisions/arts-and-letters/library-department/info-lit-tutorials/>

Anticipated Class Schedule / Calendar

Week One	January 22	Introduction to Class. Assignment: Take Zimbaro Time Perspective Inventory
Week Two	January 27, 29	Essay #1 (in-class); <i>Wadsworth Handbook</i> , Part 1
Week Three	February 3, 5	<i>A Geography of Time</i> , Chapters 1-3; <i>Wadsworth Handbook</i> , Part 10
Week Four	February 10, 12	<i>A Geography of Time</i> , Chapters 4-5; <i>Wadsworth Handbook</i> , Part 2
Week Five	February 19	Essay #2 Rough Draft Due; <i>A Geography of Time</i> , Chapters 6-7; <i>Wadsworth Handbook</i> , Part 3
Week Six	February 24, 26	<i>A Geography of Time</i> , Chapters 8-10
Week Seven	March 3, 5	Essay #2 Final Draft Due; <i>Wadsworth Handbook</i> , Part 4; introduction to <i>The Forever War</i>
Week Eight	March 10, 12	<i>The Forever War</i> , chapters 1-15; <i>Wadsworth Handbook</i> , Part 5
Week Nine	March 17, 19	<i>The Forever War</i> , chapters 16-26
Week Ten	March 24, 26	<i>The Forever War</i> , chapters 27-end

Imperial Valley College Course Syllabus – English 009, CRN 20026

Week Eleven	March 31, April 2	Essay #3 (in-class) ; Essay #5 introduction;
Week Twelve	April 7, 9	<i>Wadsworth Handbook</i> , Part 6
Week Thirteen	April 14, 16	<i>Wadsworth Handbook</i> , Part 7; Work on Essay #5
SPRING BREAK: April 21-26		
Week Fourteen	April 28, 30	Essay #4 Rough Draft Due ; <i>Wadsworth Handbook</i> , Part 9
Week Fifteen	May 5, 7	Final Exam
Week Sixteen	May 12, 14	Essay #4 due