

Course Syllabus – 20206 English 008 Basic Composition I

Basic Course Information			
Semester:	Spring 2016	Instructor Name:	Olivia Garcia
Course Title & #:	Basic Composition I	Email:	olivia.garcia@imperial.edu
CRN #:	20206	Office #:	2798
Classroom:	304A	Office Hours:	Mon. 12:45-1:45pm; Wed. 2:00-3:00pm; TR 10:15-11:15am
Class Dates:	Feb. 16-June 10, 2016	Office Phone #:	760-355-6518
Class Days:	MWF		
Class Times:	8:00 am-9:15 am		
Units:	4		

Course Description

Preparation for ENGL 009. Provides developmental instruction approaching the college level in paragraph and short essay writing. (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. Generate essays with a clear thesis statement or controlling idea. (ILO1, ILO2, ILO4)
2. Write essays showing support for a thesis statement or controlling idea. (ILO1, ILO2, ILO4)
3. Construct complete sentences with few errors in sentence structure such as fragments, comma splices, run-on sentences. (ILO1, ILO2, ILO3, ILO4)
4. Compose a multi-paragraph essay that uses standard verb form and tense in response to a reading. (ILO1, ILO2, ILO4, ILO5)

Course Objectives

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

1. Develop and use discovery techniques such as free-writing and clustering and apply these techniques to expository writing of paragraphs and essays.
2. Generate ideas based upon knowledge of concrete data and be able to express ideas effectively using a controlling idea or thesis statement.
3. Organize data necessary to support a thesis statement or controlling idea while studying and applying various rhetorical modes with emphasis on description, narration, and exemplification.
4. Demonstrate the use of critical thinking by identifying the main ideas and developing written responses to a variety of written texts.
5. Demonstrate clean and correct sentence patterns and work to eliminate sentence errors such as fragments, comma splices, and run-ons.
6. Produce writing in which meaning is unobscured by grammar or usage errors in punctuation, spelling, subject-verb agreement, verb tense, word choice, and word order.
7. Demonstrate an understanding of the writing process with special attention given to editing and proofreading.
8. Participate in a number of activities and areas of study as deemed appropriate by the instructor.

Textbooks & Other Resources or Links

Required:

1. *Evergreen: A Guide to Writing with Readings*, 10th Edition by Susan Fawcett (ISBN: 978-1-133-94668-7)
2. Spiral notebook: **COLLEGE-RULED lined paper**, approx. 8 ½ x 11, single subject

3. Lined paper: college or wide-ruled
4. Black/blue ink pens (NO pencil; NO white out; NO colored ink)

Recommended:

1. College level dictionary: print or electronic

Course Requirements and Instructional Methods

Essay Assignments: The requirements for these writings will come from our textbook and from class work we do each meeting. Each assignment is noted in the schedule. Chapter assignments, in-class work, and homework all count for the grade.

Rough drafts: Rough draft writing will be assigned and worked on in and out of class before being turned in for credit. The drafts must be turned in on time and **are not accepted late**. The assignments for each draft will include class writings, at-home writing, and tutor and personal reviews, all of which will count toward the rough draft grade.

Final drafts: Final drafts are developed from the Rough Draft writings and will be peer, tutor, and self reviewed before being turned in. These final draft papers may be turned in up to a week late, but will only be eligible for half credit if not turned in on time.

Journals: You are responsible for writing in a journal five (5) times a week and will do most of this writing out of class. Journals will be graded a total of four (4) times throughout the semester. Journal checks are listed in the schedule; should you miss a class on the day of the check, it must be turned in by the next class or before the weekend. There are no make-ups for the journal writing, and you cannot turn in late journals at the next check.

Final: This final essay writing will be at the end of the semester and will be discussed during class.

Course Grading Based on Course Objectives

• Essay #1	20%	
○ Chapter Assignments		
○ Rough Draft (<u>not accepted late</u>)		100-90% = A
▪ In-class work; homework; tutor/self reviews		89-80% = B
○ Final Draft		79-70% = C
▪ In-class work; homework; tutor/peer/self reviews		69-60% = D
• Essay #2	20%	59-0% = F
○ Same as E#1		
• Essay #3	20%	
○ Same as E#1&2		
• Journals (70 total, minimum)	30%	
• Final	10%	

Late work: Assignments will be turned in at the beginning of class, **within the first 10 minutes**, unless I state otherwise; after that, they are considered late, even when turned in during or after the day's class. Many—but not all—assignments can be made up and you will be given opportunity to do so; if I do not specify, please ask if an assignment can be made up. Late assignments must be turned in within a week after the due date and can only receive up to half credit of the original assignment's worth. Again, Rough Draft papers are not accepted as late work.

Attendance

- A student who fails to attend the first meeting of a class will be dropped as of the first official meeting of 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.** *The Drop Deadline is Saturday, May 14, 2016.* 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 will 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.
- **I start ON TIME.** If you arrive to class late, you may end up turning in an assignment late and losing points or missing the introductory information necessary to start the assignment. Make the effort to arrive so you are ready when class starts. If you are tardy, please quietly find a seat and get to work.

Classroom Etiquette

Respect in my classroom, my office, through email, over the phone, and in my general presence is an overall expectation: I will most certainly give it to you, and I expect you to return the respect to me. The following are some of the school-wide expectations/restrictions, and I ask for behavior, cooperation, and language that is respectful, responsible, and polite.

- **Electronic Devices:** Cell phones and electronic devices must be turned off and put away during class, unless I give permission for their use.
- **Food and Drink:** prohibited in all classrooms. Water bottles with lids/caps are the only exception.
- **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

Academic honesty in the advancement of knowledge requires that all students and instructors respect the integrity of one another's work and recognize the important of acknowledging and safeguarding intellectual property.

There are many different forms of academic dishonesty. The following kinds of honesty violations and their definitions are not meant to be exhaustive. Rather, they are intended to serve as examples of unacceptable academic conduct.

- **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 plagiarizing 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 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.

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 that may be available.

- **Blackboard Support Site.** The Blackboard Support Site provides a variety of support channels available to students 24 hours per day.
- **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.** In the library, 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 and El Centro Regional Center provide basic health services for students, such as first aid and care for minor illnesses. Contact the IVC [Student Health Center](#) at 760-355-6310 in Room 2109 for more information.

- **[Mental Health Counseling Services](#)**. Short-term individual, couples, family, and group therapy are provided to currently enrolled students. Contact the IVC [Mental Health Counseling Services](#) at 760-355-6196 in Room 2109 for more information.

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.

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Anticipated Class Schedule/Calendar						
wk	Monday/Assignments	H/w	Wednesday/Assignments	H/w	Friday/Assignments	H/w
1	Feb. 15 HOLIDAY: NO SCHOOL		Feb. 17 Intro to class/Syllabus		Feb. 19 In-class writing	
2	2/22 Journal explanation: write entry #1	Read Ch. 1, 2	2/24 Ch. 1: Exploring the Writing Process Ch. 2: Prewriting to Generate Ideas	Ch. 14: WA on pg. 199	2/26 NO CLASS	
3	2/29 Ch. 14: The Process of Writing an Essay	Read Ch. 16, pgs. 221-226	3/2 Ch. 16: Part C The Descriptive Essay Review Essay #1	Ch. 7: prac. 1-3	3/4 Ch. 7: Description Desc. Essay prewrite (Ch. 2)	
4	3/7 Descriptive Essay organizer (pg. 225-226)	Bring journal	3/9 Body section drafting Journal Check #1 (2/22-3/5: 100 pts.)	Read Ch. 15	3/11 Ch. 15: Intro, Conc., Title	
5	3/14 Introduction Writing		3/16 Conclusion Writing		3/18 Rough Draft review writing	Print 3 copies of draft
6	3/21 Essay #1 ROUGH DRAFT due • peer review: content	Print 1 new draft	3/23 E#1: self-review: content	Ch. 28: prac. 3, 7; read Ch. 40&41	3/25 NO CLASS	Print 1 new draft
3/28-4/2: SPRING BREAK—NO SCHOOL (No Journals are required to be written during this week)						
7	4/4 E#1: Grammar check: Ch. 28, 40, 41 • peer/self reviews		4/6 E#1: format review How/what to submit for final draft		4/8 Essay #1 Final Draft due In-class writing	Bring journal
8	4/11 In-class writing Journal Check #2 (3/6-4/9: 200 pts.)	Read Ch. 16, pgs. 210-215	4/13 Ch. 16: Part C The Illustration Essay Review Essay #2	Ch. 5: prac. 2, 3	4/15 Ch. 5: Illustration Illust. Essay prewrite (Ch. 2)	
9	4/18 Illustrative Essay organizer (pg. 214-215)		4/20 Ch. 15: Intro, Conc., Title		4/22 Whole draft writing	Print 3 copies of draft
10	4/25 Essay #2 ROUGH DRAFT due • peer review: content	Print 1 new draft	4/27 E#2: self-review: content	Ch. 37: prac. 7; Ch. 40: prac. 14; 1 new draft	4/29 E#2: Grammar check: Ch. 37, 40, 41 • peer/self reviews	
11	5/2 E#2: format review How/what to submit for final draft		5/4 Essay #2 Final Draft due In-class writing		5/6 In-class writing	Read Ch. 16, pgs. 215-220
12	5/9 Ch. 16: Part C The Narrative Essay Review Essay #3	Ch. 6: prac. 2	5/11 Ch. 6: Narration Narr. Essay prewrite (Ch. 2) Narrative Essay organizer (pg. 220)	Bring journal	5/13 Ch. 15: Intro, Conc., Title Journal Check #3 (4/10-5/7: 200 pts.)	
13	5/16 Whole draft writing	Print 3 copies of draft	5/18 Essay #3 ROUGH DRAFT due • peer review: content	Print 1 new copy of draft	5/20 E#3: self-review: content	Ch. 38: prac. 6; Ch. 41: prac. 3; 1 new draft
14	5/23 E#3: Grammar check: Ch. 38, 40, 41 • peer/self reviews		5/25 E#3: format review How/what to submit for final draft		5/27 Essay #3 Final Draft due In-class writing	

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Anticipated Class Schedule/Calendar						
15	5/30 HOLIDAY: NO SCHOOL		6/1 FINAL review		6/3 FINAL review	Bring journal
16	6/6 In-class essay FINAL Journal Check #4 (5/8-6/4: 200 pts.)		6/8 NO CLASS		6/10 NO CLASS	

*Schedule subject to change at my discretion