

**Imperial Valley College**  
**Instructor – Nancy Lay Reading 18 Syllabus**  
**Reading I – Basic Development 4 Units**

“You cannot uneducate the person who has learned to read.”

Cesar Chavez

**Fall Semester 2018**

**Instructor – Nancy Lay, Office #2796**

**Instructor’s Campus Phone – (760) 355-5707; email = [nancy.lay@imperial.edu](mailto:nancy.lay@imperial.edu)**

**Office Hours = Mondays = 4:30-5:30pm**

**Tuesdays and Thursdays = 12:20 – 1:20 pm**

**Wednesdays = 9:15-10:15am**

N. Lay’s Reading 18 Classes =	<u>Meet On</u>	<u>Time</u>	<u>CRN</u>	<u>Room</u>
	Mon. Evenings	5:30-9:45pm	#10297	1308
	Tues. & Thurs.	8:00-10:05am	#10294	3111
		10:15-12:20pm	#10296	3111

## Course Description

This course is designed for the student needing additional instruction in comprehension, vocabulary, and study skills. Emphasis will be on fundamental understanding of texts and increasing word knowledge. Participation in instructor-assigned reading lab activities is a required part of the course. (Formerly ENGL 018) (Nontransferable, non degree applicable)

## Prerequisites

ESL 025 or ENGL 086 with a grade of “C” or better or appropriate reading level placement score.

## Grading Criteria

Letter Grade

## Course Objectives

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

1. Locate and analyze subjects and main ideas in paragraphs.
2. List supporting details and minor details in paragraphs.
3. Locate and classify common signposts or signal words in paragraphs.
4. Derive the meaning of words through analysis of context clues and word parts, such as prefixes, roots, and suffixes.
5. Present a written plan for a workable study schedule and explain orally or in writing a method of study.
6. Explain orally or in writing the codes or markings used in dictionary entries.
7. Analyze and solve problems with the use of graphs, charts, captions, and maps.
8. Demonstrate critical reading skills when analyzing assigned readings.
9. Summarize multi-paragraph articles or stories as well as at least one single author text (200 pages minimum).

## 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. Locate and analyze both stated and implied subjects and main ideas in paragraphs. (ILO1, ILO2)
2. Locate major and minor details and identify the author's organization of ideas in expository paragraphs and simple essays. (ILO1, ILO2)
3. Use context clues and word parts to analyze and learn unknown vocabulary. (ILO1, ILO2)
4. Show growth in reading skills by attending and completing assignments (blocks) in the online reading lab program. (ILO1, ILO2, ILO3, ILO4)

## Course Requirements and Instructional Methods

Lectures will be presented covering course objectives and time will be allocated for the practice of such. Student strategies/techniques to enable the student to pass this course as well as to develop a fundamental understanding of texts will be gone over in class. Assigned reading must be completed before coming to class to enable the student to join in class discussions in a knowledgeable manner. Quizzes will be given and reviewed afterwards as a means of enhancing students' understanding of subject matter. Computer assisted instruction will be employed through the campus Reading/Writing/Language Lab.

## Texts and Materials

*Ten Steps to Improving College Reading Skills* (sixth edition) by John Langan      Publisher = Townsend Press  
ISBN = 978-1-59194-423-2

*Improving Vocabulary Skills* (short version, fourth edition) by Sherrie Nist      Publisher = Townsend Press  
ISBN = 1-59194-191-1

*The Giver* by Lois Lowry      Publisher = HMH Books  
ISBN = 978-0544336261

For reading lab assignments = *Aplia Activate: College Reading* - Stand-alone Lab Access by Cengage Brain  
ISBN = 9781111929107

Can be purchased at the IVC book store (ask for it at the counter) or

Can be purchased online – more information will be given.

A three-ring binder with paper.

## Attendance

Any student who misses the first 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 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 last day to drop this class is Saturday, Nov. 3, 2018. If you do not drop/withdraw (online) by 11/3/2018, you will receive a Final grade of "F". See General Catalog for details.

Please make arrangements with a fellow student(s) in order to be informed of all assignments in case you cannot attend a class.

**In addition, the absent student is responsible to –  
BORROW from a fellow student, and COPY, any handouts presented on the day(s) of their  
absence(s). NO EXCEPTIONS!**

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. Absences attributed to the representation of the college at **officially approved** events (conferences, contests, and field trips) will be counted as 'excused' absences.

## **Student Services:**

·**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: 877893-9853.

·**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. Visit DSP&S, Mel Wendrick Access Center, in Building 2100 (Health Science Building) or phone at (760) 355-6313.

### **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 provides 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 our CARE please contact Lourdes Mercado, 760-355-6448, [lourdes.mercado@imperial.edu](mailto:lourdes.mercado@imperial.edu).

## Reading Lab

You will have Reading Lab assignments to complete for Fall Semester. Failure to complete any Reading Lab assignment by the due date (and time), will result in the lowering of points for this portion of your final semester grade – see **Grading** below. **No partial credit** will be given for incomplete or late Reading Lab work.

The software program, *Aplia Activate: College Reading* by Cengage Brain will be used in this English 18 course. You must purchase the *Aplia Activate: College Reading* stand-alone Access Code in order to complete the Reading Lab assignments. There are two ways to obtain the *Aplia Activate: College Reading* Access Code –

- 1.) The access code may be purchased at the IVC bookstore (ask for it at the counter). OR
- 2.) The access code may be purchased online. (To purchase online you must have a valid credit card - in your name – or possess an IVC debit card.
- 3.) One access code cannot be shared by two students. Do not delay in acquiring your code. The first lab assignment cannot be started without one.

## Quizzes and Final

Quizzes will be given throughout the semester. They will be based on material from your textbook(s) and/or class handouts and notes. Each quiz will be graded on a percent of 100. There will be NO make-up quizzes, but your one lowest grade during the course will be dropped.

**Note: Students who leave class after completing a test and DO NOT RETURN at the assigned time will receive a “0”/no credit for that day’s test. Plan on having attendance retaken after ANY break.**

The Final Exam will cover material from the first class meeting to the last class before the Final is given.

**Grading:** The end-of-the-semester grade will be based upon the following:

Chapter Quizzes	40%	
Reading Lab	20%	
Final Exam	30%	
Class Participation	10%	Points will be <b>deducted</b> from

Class Participation for failure to –

Arrive at class on time Participate due to texting or leaving the room to make or receive a phone call.  
Complete in-class assignments

The grading scale is	90 to 100%	= A
	80 to 89%	= B
	70 to 79%	= C
	60 to 69%	= D

## Classroom Etiquette/Behavior

All students are expected to conduct themselves as adults. **Cell phones are to be turned off during class.** No food or drinks, other than water bottles with lids/caps, are to be brought into the classroom.

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. Additionally, "Students shall observe the rules and regulations of the College and shall refrain from conduct which interferes with the College's teaching and administration, or which reasonably interferes with the rights of others." Source – IVC Student 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.

\* \* \* \* \*

Other students' Names, Phone Numbers, E-mail

Name	Phone Numbers And/Or E-mail

Test Number	Date	Score

### Tentative Schedule for English 18

Text = *Ten Steps to Improving College Reading Skills*    Vocabulary Workbook = *Improving Vocabulary Skills*    Novel = *The Giver*

- Week 1    8/13 – 8/18

Course Introduction  
Chp. 1 in text = “Vocabulary in Context”  
Vocabulary Workbook – Chapters 1-2
  
- Week 2    8/20 – 8/25

Continue with “Vocabulary in Context”  
Vocabulary Workbook – Chps. 1-2

Week 3 8/27 – 9/1 Chp. 2 in text = “Main Ideas”  
Vocabulary Workbook – Chps. 3-4

**Monday, Sept. 3<sup>rd</sup> – Labor Day – campus closed**

Week 4 9/4 – 9/8 Continue with “Main Ideas”  
Vocabulary Workbook – Chapter 3-4

Week 5 9/10 – 9/15 Chp. 3 in text = “Supporting Details”  
Vocabulary Workbook – Chps. 5-6

Week 6 9/17 – 9/22 Continue with = “Supporting Details”  
Vocabulary Workbook – Chps. 5-6

Week 7 9/24 – 9/29 Begin *The Giver*  
Vocabulary – Greek & Latin word parts and Affixes

Week 8 10/1 – 10/6 Continue with *The Giver*  
Vocabulary – Greek & Latin word parts and Affixes

Week 9 10/8 – 10/13 Chp. 4 in text = “Implied Main Ideas”  
Vocabulary Workbook – Chp. 7-8

Week 10 10/15 – 10/20 Continue with = “Implied Main Ideas”  
Vocabulary Workbook – Chp. 7-8

Week 11 10/22 – 10/27 Chapter 5 in text “Relationships I”  
Vocabulary Workbook – Chp. 9-10

Week 12 10/29 – 11/3 Chp. 6 in text = “Relationships II”  
**Sat., 11/3 = Last Day to Drop Class and Have a “W” appear on records**  
Vocabulary Workbook – Chps. 11-12

Week 13 11/5-11/10

Chp. 7 in text = "Inferences"

Vocabulary Workbook – Chapters 13-14

**Monday, Nov. 12<sup>th</sup> – Veterans' Day –campus closed**

Week 14 11/12 – 11/17

Chp. 8 in text = "Purpose and Tone"

Vocabulary Workbook – Chps. 15-16

**Week of 11/19 – 11/24 Thanksgiving Vacation – no classes**

Week 15 11/26 – 12/1

Chps. 9 and 10 in text = "Argument" and "Critical Reading"

Vocabulary Workbook – Chps. 17-18

**Week 16 12/3 – 12/8 FINALS WEEK**



### August 2018

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### September 2018

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### October 2018

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### November 2018

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### December 2018

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					