

Basic Course Information

Semester:	Fall 2019	Instructor Name:	Josefina Ponce
Course Title & #:	ESL 001: Grammar and Composition for ESL 1	Email:	josefina.ponce@imperial.edu
CRN #:	10302 / 10303	Webpage (optional):	
Classroom:	201 / 315	Office #:	2793
Class Dates:	08/19/19 to 12/14/19	Office Hours:	M/W/F: 10:10 - 10:50 a.m. T/R: 12:50 - 1:50 p.m.
Class Days:	Tuesday / Thursday	Office Phone #:	(760) 355-6475
Class Times:	7:30-10:00 / 10:15-12:45	Emergency Contact:	Department Secretary (760) 355-6337 or email me.
Units:	5		

Course Description

English 001 is a grammar class in an English-only environment designed for the beginning or false beginning ESL student. The course will cover grammar and simple sentence writing. (Nontransferable, non-degree applicable).

Course Prerequisite(s) and/or Corequisite(s)

(None)

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. Write sentences in English with correct subject/verb agreement [ILO 1].
2. Correctly form and use verbs in a variety of tenses [ILO 1, ILO 2].
3. Demonstrate knowledge of, and ability to use, correct punctuation and mechanics [ILO 1, ILO2].

Course Objectives

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

1. Write simple sentences demonstrating ability of the above-mentioned grammatical areas with correct grammar and mechanics.
2. Demonstrate ability using there is/ there are in affirmative, negative, and interrogative sentences, and with articles a/an.
3. Demonstrate the ability to recognize and use prepositions of time and location.
4. Demonstrate ability to use subject and object pronouns, and possessive adjectives.
5. Demonstrate ability to use nouns: singular, plural, count, and non-count including correct spelling and appropriate possessive forms.

6. Demonstrate competency in using the modal "can" for ability.
7. Demonstrate ability to create statements and questions in the affirmative, negative, and imperative forms in the following tenses: - simple present - present progressive - simple past - future (be going to)
8. Demonstrate ability to use basic subject/verb agreement.

Textbooks & Other Resources or Links

1. Schoenberg, I., Focus on Grammar 1, 4rd Ed., Pearson, 2012. ISBN: 978-0-13-411997-7 (with MyEnglishLab code)
2. A good college dictionary (recommended)

Course Requirements and Instructional Methods

Lectures based on each lesson. Students will engage in activities related to the lessons – whole group activities, pair work, and individual work.

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 (Western Association of Schools and Colleges) has adopted a similar requirement.

It is estimated that each student should invest 10 hours (or more) a week on class preparation, reading, writing assignments, including online workbook assignments which must be completed simultaneously with the units covered in class.

NOTES:

1. No late assignments will be accepted without previous arrangements.
2. No makeup tests allowed (including the final exam).
3. Coming to class late 10 minutes or more or leaving earlier will be considered as an absence.
4. You may be dropped after three absences.

Course Grading Based on Course Objectives

TASK	PERCENTAGE OF GRADE
1. Homework (Including Online work)	15%
2. Attendance and Participation	05%
3. Quizzes	50%
4. Final Exam	30%
TOTAL	100%
90%-100% = A / 80%-89% = B / 70%-79% = C	60%-69% = D / 0%-59% = F

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

The teacher expects students will...

- contribute fully in individual and group work;
- speak English only in the classroom;
- be prepared for class by completing all homework assignments;
- ask questions, ask questions, ask questions!
- 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 by the instructor.
- 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.

Online Netiquette

[Required Information for web-enhanced, hybrid and online courses: Describe your policies regarding netiquette. The below is suggested language and may be modified for your course.]

- What is netiquette? Netiquette is internet manners, online etiquette, and digital etiquette all rolled into one word. Basically, netiquette is a set of rules for behaving properly online.
- Students are to comply with the following rules of netiquette: (1) identify yourself, (2) include a subject line, (3) avoid sarcasm, (4) respect others' opinions and privacy, (5) acknowledge and return messages promptly, (6) copy with caution, (7) do not spam or junk mail, (8) be concise, (9) use appropriate language, (10) use appropriate emoticons (emotional icons) to help convey meaning, and (11) use appropriate intensifiers to help convey meaning [do not use ALL CAPS or multiple exclamation marks (!!!!)].

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 which may be available.

- **Canvas Support:** When logged in, select the help icon on the left menu in Canvas to access 27/7 phone and web support information
- **Learning Labs:** There are several 'labs' to assist you through the use of computers, tutors, or a combination. Please consult your college map for the [Math Lab](#); [Reading, Writing & Language Labs](#); and the [Learning Services](#) (library). Please speak to your instructor about labs unique to your specific program.
- **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. 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.

Veteran's Center

[Required language.]

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)

[Required language.]

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

[Required language.]

- 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.

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

Tentative Class Schedule/Calendar

Date or Week	Activity, Assignment, and/or Topic	Assignments
Week 1	-Introduction to class materials, expectations, & procedures -Chapter 1 - <i>This is / These are</i> ; Subject Pronouns	-Buy the textbook for the class -Exercises assigned in class
Week 2	-Chapters 2-3 - Pronouns; Nouns; Singular/Plural Nouns; Proper Nouns; <i>A/An</i> -Present of Be: Statements	-Exercises assigned in class -Be prepared for Test 1
Week 3	- Chapters 4-5 - <i>That is / Those are</i> ; Possessive Adjectives - Present of Be: <i>Yes/No</i> Question & answers; Questions with <i>Who & What</i> -Language Lab Orientation	-Exercises assigned in class -Register on line (myenglishlab.com) at the Language Lab -Online assignments related to the lessons
Week 4	-Chapters 6-8 – Present of Be: Q’s with <i>Where</i> ; Prepositions of Place -Past of Be: Statements; <i>Yes/No/Wh-</i> Questions	-Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 2
Week 5	-Chapters 9-11 - Imperatives; -Simple Present: Statements; -Simple Present: <i>Yes/No</i> questions	-Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 3
Week 6	-Chapters 12-13 - Simple Present: <i>Wh-</i> Q’s -Simple Present with Adv. of Frequency	-Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 4
Week 7	-Chapters 14-15 – Adjectives -Comparative Adjectives	-Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 5
Week 8	-Chapters 16-18 – Present Progressive: Statements; - <i>Yes/No</i> Q’s & <i>Wh-</i> Questions	-Exercises assigned in class -Online assignments related to the lessons

Imperial Valley College Course Syllabus

Date or Week	Activity, Assignment, and/or Topic	Assignments
Week 9	<ul style="list-style-type: none"> - Chapters 19-20 - <i>Can / Can't</i> - Possessive Nouns; <i>This / That / These / Those</i>; 	<ul style="list-style-type: none"> -Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 6
Week 10	<ul style="list-style-type: none"> -Chapters 21-22 - Count/Non-Count Nouns; some & Any; Articles - <i>A/An & The; One / Ones</i>; 	<ul style="list-style-type: none"> -Exercises assigned in class -Online assignments related to the lessons
Week 11	<ul style="list-style-type: none"> -Chapters 23-24 – Subject & Object Pronouns -Simple Past:: Reg. Verbs (Statements); 	<ul style="list-style-type: none"> -Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 7
Week 12	<ul style="list-style-type: none"> -Chapters 25-26 - -Simple Past:: Irregular Verbs; Yes/No Questions --Simple Past: <i>Wh-</i> Questions 	<ul style="list-style-type: none"> -Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 8
Week 13	<ul style="list-style-type: none"> -Chapter 27-28 – <i>How many & How much</i>; Quantity Expressions -<i>There is, There are, There was, & There were</i> 	<ul style="list-style-type: none"> -Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 9
Week 14	<ul style="list-style-type: none"> -Chapters 29 – Future with Be going to: Statements -Future with Be going to: Questions 	<ul style="list-style-type: none"> -Exercises assigned in class -Online assignments related to the lessons -Be prepared for Test 10
Week 15	<ul style="list-style-type: none"> -Review: Simple Present; Simple Past; and Present Continues - Practice for SLO's 	<ul style="list-style-type: none"> -Online assignments related to the lessons
Week 16	<ul style="list-style-type: none"> -SLO's -IVC Student Evaluation -Final Exam 	<ul style="list-style-type: none"> -Exercises assigned in class -Online assignments related to the lessons