



### Basic Course Information

<b>Semester:</b>	Spring 2025	<b>Instructor Name:</b>	Brandon Lee
<b>Course Info:</b>	ESL 004: Grammar and Composition for Intermediate ESL	<b>Email:</b>	<a href="mailto:Brandon.Lee@imperial.edu">Brandon.Lee@imperial.edu</a>
<b>CRN #:</b>	10149	<b>Webpage (optional):</b>	NA
<b>Classroom:</b>	709	<b>Office #:</b>	203B
<b>Class Dates:</b>	February 10th - June 6th, 2025	<b>Office Hours:</b>	*Please schedule an appointment using your IVC email address or notify me after class if you'd like to visit during office hours.  M: 3:30 pm - 4:30 pm T: 11:00 am - 1 pm W: 10:50 am - 11: 20 am TH: 12:15 pm - 12:45 am
<b>Class Days:</b>	MW	<b>Office Phone #:</b>	(760) 333-6337
<b>Class Times:</b>	8:15 am – 10:50 am	<b>Emergency Contact:</b>	Lency Lucas – Dept Secretary 760-355-6337
<b>Units:</b>	5	<b>Class Format/Modality:</b>	In Person

### Course Description

ESL 004 is a grammar class in an English-only environment designed for high-intermediate ESL students. The course will emphasize grammar, writing sentences and paragraphs. (Nontransferable, non-degree applicable)



## **Student Learning Outcomes**

1. Correctly form and use verbs in a variety of tenses.
2. Write and/or identify a variety of sentences (simple, compound, complex, compound-complex), including questions and negatives.
3. Write a topic sentence with a topic and controlling idea

## **Course Objectives**

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

1. Can produce straightforward connected texts (paragraphs and short papers) on a range of familiar subjects using a variety of sentence structures (simple, compound, complex)
2. Can develop content, organization, and coherence to communicate effectively in written work.
3. Can use basic punctuation (commas, periods, and question marks), capitalization, and formatting.
4. Can recognize and correct errors in own and other's writing, including subject/verb agreement, verb tense, modal use, sentence errors, and punctuation.
5. Can use a wide range of vocabulary appropriately when discussing familiar topics and everyday situations such as family, hobbies and interests, work, travel, and current events.

## **Textbooks & Other Resources or Links**

Required Text: Grammar & Composition for ESL Level 4, by Amy Cooper and Samuela Didier; Student Book— ISBN-13:978-1-30-575762-2 and online workbook access code

Suggested Resources: Thesaurus, Dictionary.

## **Course Requirements and Instructional Methods**

**Homework/Written Assignments:** Please write your name, date, class code, and page number to identify your homework. Homework is due at the beginning of the class. I will not accept homework that does not have the class code and page number written on it. Chatting, repeated exits from the classroom, sleeping, and doing other homework, etc., do not show good participation and are disruptive to the class.

**Written Assignments:** You will have announced and unannounced quizzes each week. Your written assignments from the units will be in academic paragraph, letter, and web page form. An academic paragraph should be between 6-10 sentences for our class. Your written assignments will include the chapter's Connect the Grammar to Writing section. You will be graded on grammar, content, and format.

**Midterm:** The test will have two sections. You will be tested on the grammar structures of each chapter, and you will write a paragraph using those grammar structures.

**Final Exam:** Final exams will be given at the first class meeting during finals week and conducted in the same classroom where the class meets during the semester. If an instructor feels that more than one hour is needed to complete the final, he/she can opt to have students meet for a second time during finals week.

There will be no late or make-up exams, homework, quizzes, etc., unless you speak to me before the due date or testing date.



**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.

### **Course Grading Based on Course Objectives**

1. Homework and 20%
  2. Connect the Grammar to Writing & Written Assignments: 20%
  4. Midterm 30%
  5. Final Exam 30%
- 90 + = A 80 – 89 = B 70 – 79 = C 60 – 69 = D 59 - = F 100%

### **Academic Honesty (Artificial Intelligence -AI)**

IVC values critical thinking and communication skills and considers academic integrity essential to learning. Using AI tools as a replacement for your thinking, writing, or quantitative reasoning goes against our mission and academic honesty policy. It will be considered academic dishonesty or plagiarism unless your instructor has instructed you to do so. In case of any uncertainty regarding the ethical use of AI tools, students are encouraged to contact their instructors for clarification. \*Students must earn 70% or higher as a final grade to pass the class.

### **Course Policies**

#### **Attendance**

I do not drop students after the first week. If a student decides at any time he or she would not like to continue in the course, the student is responsible for dropping the class or receiving a grade that reflects the amount and quality of work he or she has not done at the end of the course.

A student who fails to attend the first meeting of a class or does not complete the first mandatory class activity 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 any other student who wishes to add a class. It is the student's responsibility to drop or officially withdraw from the class. See General Catalog for details.

All students are expected to attend all classes regularly. 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 representing the college at officially approved events (conferences, contests, and field trips) will be counted as 'excused' absences.

#### **Classroom Etiquette**



All students are expected to be on time and prepared for class. They should also be respectful of each other and the instructor. Remember that we are all here to learn, and learning requires practice. Nobody is perfect, and nobody in the class should feel scared or embarrassed about making mistakes. They are a part of learning!

Students should ask questions if they are confused or need something repeated. Asking questions means that a student wants to learn and is paying attention. Written work should be neat and turned in on time. 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.

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. Due to college rules and state laws, no one who is not enrolled in the class, including children, may attend.

### **Academic Honesty (Artificial Intelligence -AI)**

IVC values critical thinking and communication skills and considers academic integrity essential to learning. Using AI tools as a replacement for your own thinking, writing, or quantitative reasoning goes against both our mission and academic honesty policy. It will be considered academic dishonesty or plagiarism unless your instructor has instructed you to do so. In case of any uncertainty regarding the ethical use of AI tools, students are encouraged to contact their instructors for clarification. \*Student must earn 70% or higher as a final grade to pass the class.

### **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 importance 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. Instead, 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, using or attempting to use materials or assisting others in using materials that are prohibited or inappropriate in the academic assignment's context. Anyone caught cheating or plagiarizing will receive a zero (0) on the exam or assignment. The instructor may report the incident to the Campus Disciplinary Officer, who may place related documentation in a file. Repeated 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 a portion of an assignment
- (e) using a commercial term paper service

### **IVC Student Resources**

Imperial Valley College offers numerous services to support student success. The following are some of the services available for students. Please speak to your instructor about additional services that may be available.

**Canvas Guides:** The Canvas guides provide 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 computers and tutors.

Please consult your Campus Map for the Math Lab, Reading, Writing, & Language Labs, and the Study Skills Center. Library Services. Our library has more to offer 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 in Building 2100, telephone 760-355-6313. Please contact them if 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 provides essential 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 therapy is provided to currently enrolled students. For more information, contact the IVC Mental Health Counseling Services at 760-355- 6196 in Room 2109.

**Student Rights and Responsibilities Students** have the right to experience a positive learning environment and to due process of law. Please refer to the IVC General Catalog for more information regarding student rights and responsibilities.

**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.



**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 professionals ready to help you resolve 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 resolving issues particular to this population. Students who 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](mailto: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 who 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 at 760- 3555713, [alexis.ayala@imperial.edu](mailto:alexis.ayala@imperial.edu).

**Student Equity Program:** The Student Equity Program strives to improve Imperial Valley College's success outcomes, particularly for historically underrepresented and underserved students. 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 into student populations who are historically not fully represented. Student Equity addresses disparities and/or disproportionate impacts on 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 to meet 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, which provides direct services,



campus, and community referrals to students experiencing homelessness as defined by the McKinney-Vento Act—contact: 760.355.5736 Building 100.

**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.

### **Additional Student Services**

Imperial Valley College offers various services to support 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 various support channels available to students 24 hours a day.

**Learning Services:** There are several learning labs on campus to assist students using computers and tutors.

Please consult your Campus Map for the Math Lab, Reading, Writing, & Language Labs, and the Study Skills Center.

**Library Services:** Our library has more to offer than books. You have access to tutors in the Study Skills Center, study rooms for small groups, and online access to a wealth of resources.

### **Anticipated Class Schedule/Calendar**

Our class will use six chapters from the textbook as “units.” Each unit will follow a similar structure. Assignments may change at any time, so pay attention to class announcements and emails for updated due dates and assignments.

<b>Date or Week</b>	<b>Activity, Assignment, and/or Topic</b>	<b>Pages/ Due Dates/Tests</b>
Week 1 February 10th - 12th <ul style="list-style-type: none"> <li>● February 14 Holiday – Lincoln’s Birthday. No classes</li> </ul>	Syllabus & Introduction Unit 1: Family	Students have one week to order or buy books. P. 2 - 29
Week 2 February 17th - 19th <ul style="list-style-type: none"> <li>● February 17 Holiday – Washington’s Birthday. No classes.</li> <li>●</li> </ul>	Unit 2: Passions	p. 30 - 61



Week 3 February 24th - 26th	Unit 3: A Look into the Future	p. 63 - 89
Week 4 March 3rd - 5th	Unit 4: Exploration	p. 90 - 113
Week 5 March 10th - 12th	<b>Midterm Exam</b> Unit 5: Stress: Stages of Life	p. 114 - 141 Review for Midterm Exam
Week 6 March 17th - 19th	Unit 6: Wellness	p. 142 - 173
Week 7 March 24th - 26th	Unit 7: Globe Trotting	p. 174 - 205
Week 8 March 31st - April 2nd	<b>Final Exam</b>	

**\*\*\*Subject to change without prior notice\*\*\***