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# Compostition I

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*Collin College*

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# Collin College Course Syllabus

Fall 2018

## Course Information

**Course Number:** ENGL 1301

**Course Title:** Composition I

**Course Description:** Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Lab required.

**Course Credit Hours:** 3  
Lecture Hours: 3  
Lab Hour: 1

**Prerequisite:** Meet TSI college-readiness standard for Reading and Writing; or equivalent

### **Student Learning Outcomes:**

- **State Mandated Outcomes:** Upon successful completion of this course, students will:
  1. Demonstrate knowledge of individual and collaborative writing processes. (Teamwork, Communication Skills)
  2. Develop ideas with appropriate support and attribution. (Communication Skills)
  3. Write in a style appropriate to audience and purpose. (Communication Skills)
  4. Read, reflect, and respond critically to a variety of texts. (Critical Thinking)
  5. Use Edited American English in academic essays.
- **Additional Collin Outcome:** Upon successful completion of this course, students should be able to do the following:
  1. Demonstrate personal responsibility through the ethical use of intellectual property. (Personal Responsibility)

**Withdrawal Policy:** See the current *Collin Registration Guide* for last day to withdraw.

### **Repeating Courses**

Grades of all courses taken will be recorded on the student's transcript. The highest grade earned will be used in computing the grade point average and applied toward degree or program requirements. Beginning fall 2002, a course in which a grade (including W) has been received can be repeated only one (1) time to replace the grade. The grade received does not affect the student's ability to repeat a course. Registration holds will be placed on courses that have been attempted twice.

When a course is repeated:

1. Only one (1) course/grade will be counted in a student's GPA.
2. The highest grade will be used in GPA calculations.

Courses repeated before fall 2008 will have only the last grade and credits (whether higher or lower) earned used in computing the grade point average and applied toward degree or program requirements.

Veterans should consult the Director of Financial Aid/Veterans Affairs before repeating any course. Students planning to transfer to another college or university should check with a Collin College academic planning consultant (advisor) or with receiving institutions for their repeat policies. See the Registration Guide for details on specific courses. (2015-16 Student Handbook, p. 69)

**Collin College Academic Policies:** See the current *Collin Student Handbook*.

**Americans with Disabilities Act Statement:** *In compliance with applicable law, Collin College provides equal access to education and safeguards against discrimination by offering specialized services and reasonable accommodations to qualified students with a disability.*

*If you anticipate or experience any barriers to learning based on disability, please contact the ACCESS Office (<https://rainier.accessiblelearning.com/Collin/ApplicationStudent.aspx>)*

**Note:** *Instructors will provide reasonable accommodations only to students who present a Course Accessibility Letter issued by the ACCESS Office.*

**Important note:** Students who qualify for high school 504 accommodations and wish to request accommodations through Collin College should handle accommodations in the following way: Contact the Collin College ACCESS office and follow their process. The student must then present the course accessibility letter to the instructor and point out which of the accommodations he/she wishes to invoke in the class.

- Students must go through Collin College's ACCESS office to have their accommodations verified.
- Students must self-identify that they wish to invoke an accommodation (present the letter to instructor).
- Students may then select which of the accommodations they want to invoke in the class.
- Students may decide during the course of the semester to invoke an accommodation they didn't invoke at the start of the semester.
- Students may not invoke accommodations retroactively. In other words, they cannot approach the instructor at mid-term and say they want to invoke their accommodation of having a reader for a test, and they want to re-take a previous test with a reader. The accommodation is in operation from the date they invoked the accommodation forward only.

## Instructor Information

**Instructor's Name:** Susan Fajardo, MA

**Office Number:** WHS, Room 123

**Office Hours:** By appointment only: 12:45-1:10 daily in library; Wednesdays 4:30 – 5:30 pm

**Phone Number:** 972-429-3100 x6330 (*always* message me in addition to calling)

**Email:** [SFajardo@collin.edu](mailto:SFajardo@collin.edu)

## Class Information

**Section Number:** 1301.WY8

**Meeting Times:** MWF 3:30 – 4:20 p.m.

**Meeting Location:** Wylie High School – Room 123

## Course Resources

*Textbook:*

- *The Norton Field Guide to Writing with Readings and 2016 Handbook* 4(E) ed. ©2016 Bullock, Goggin & Weinberg Norton  
ISBN: 978-0-393-26438-8

*Collin College's book seller is Barnes & Noble College. You may order your book online or at your nearest campus bookstore.*

*Outside Reading:*

- *The Other Wes Moore*, by Wes Moore  
ISBN: 978-0385528207  
(Any format is fine: paperback, e-text, or audible book – even checked out from library)

## Supplies:

- Composition book or spiral for notes and quick writes, loose paper for quizzes and in-class writing assignments.
- Regular and reliable computer access. **All essays must be submitted to Canvas before class begins AND handed to me in print at the beginning of class on the due date.**

## Communication Expectations:

All communication for this course should be conducted through Canvas messaging. Do not email me at my Wylie ISD address.

Please check Canvas daily for announcements and assignment information. I recommend that you download the Canvas app to your phone to more easily receive notifications.

When communicating, please send messages with clear subjects; responses should be expected within 48 hours during weekdays; messages will rarely receive responses on weekends.

## **Attendance Policy:**

Students who attend and participate regularly and actively have the best chance of doing well in this class. You are responsible for all material covered on any missed class days. Five absences are allowed without penalty. Any subsequent absence will bring your grade in the class down by one letter grade (e.g. a C will become a D). **Any student who misses 20% or more of the scheduled class days (eight or more absences) will receive an F in the course regardless of other grades.** I understand that Dual Credit students sometimes have campus obligations/field trips, and I am willing to work with you if

necessary. You must notify me **ahead of time** about any scheduling conflicts. **Dealing with it after the fact is not an option.** Be prepared to provide written verification from a teacher or coach if necessary.

In accordance with Section 51.911 of the Texas Education Code, Collin will allow a student who is absent from class for the observance of a religious holy day to take an examination or complete an assignment scheduled for that day within a reasonable time. **Students are required to file a written request with each professor within the first few days of the semester to qualify for an excused absence.** Students who plan to observe religious holidays that require absences from class should consult the current Collin College Student Handbook section on Religious Holidays for the correct process to follow.

### **Method of Evaluation:**

**To pass this course, students must meet ALL course requirements.**

Your final semester grade will be determined by the following grading system:

- Participation/Writer's Workshop/Response Journals – 20%
- Process Essay 1 (Personal Narrative) – 15%
- Process Essay 2 (Collaborative Project) – 20%
- Process Essay 3 (Argument) – 25%
- Lab – 15%
- Final Exam – 5%

A = 90-100

B = 80-89

C = 70-79

D = 60-69

F = 0-59

Essay final drafts are scored holistically; the rubric will always include the following elements:

- Content (clearly stated main idea and thorough, logical support)
- Organization (clear introduction, orderly development, smooth transitions, sense of conclusion)
- Style (correct and varied sentence structure, exact and appropriate words)
- Audience (clear to and appropriate for intended audience)
- Mechanics (usage, punctuation, spelling)

All assigned essays in this class must follow MLA formatting guidelines. All sources must be cited correctly using MLA guidelines for citations. Your textbook addresses MLA formatting beginning on page 500. The internet provides MLA formatting information on multiple sites. **Please note that in this class Times New Roman is the only acceptable font.**

Students must submit all essay assignments to Canvas as well as providing a printed copy at the beginning of class on the due date. An absence on the due date does not absolve you of responsibility for your work. It must be submitted **online ON TIME** and handed to me when you next come to class. The online and printed copies of your work should be identical.

The **Lab** component is an integral part of this writing course. The lab work is not the same as regular daily coursework that you must complete to stay on track in the class; it is designed to provide additional activities to help improve your writing and/or understanding. **Each lab assignment will have a specific due date and will not be accepted late.** The lab component of this course weighs as 15% of your total course grade.

**Plagiarism Policy:**

Please review the plagiarism policy laid out in the *Collin Student Handbook*. If you turn in work that I suspect reflects academic dishonesty such as plagiarism, cheating or collusion, I will refer you and the work in question to the Dean of Students. You will not receive a grade on the work until your situation is resolved with the Dean of Students' office. Students found responsible for scholastic dishonesty offenses will receive an authorized disciplinary penalty or penalties from the Dean of Student Development Office. The student will also receive an academic penalty determined by your professor, depending on the severity of the offense. Typically the penalty for plagiarism is an F on the assignment with no opportunity to re-do.

The burden is on you to avoid plagiarized content. Ignorance is not an excuse. **If you have a question about citation or you just want to make sure you are on the right track, please discuss your concerns with me BEFORE the paper is due.**

**Late Work Policy:**

**I do not accept late work.** If you are absent on a due date, your work is still due; please submit it through Canvas. If a hard copy is required, you may either send it with a friend or bring it yourself later ONLY IF YOU HAVE SUBMITTED IT THROUGH CANVAS NO LATER THAN THE START OF CLASS ON THE DUE DATE. Otherwise, it will be viewed as late work and not accepted. **Please understand that missing class – even for a field trip – does not entitle you to extra time to turn in work.** This is not a high school course, and your high school makeup work policy does not apply.

**In the event of bad weather and/or school closings, refer to Canvas for assignments and announcements.**

## Fall 2018 -- Instructor notes

This plan is subject to change. Any changes will always be in an effort to better serve students. To this end, changes will only include moving or eliminating readings/assignments as necessary. **Please bring your writer's journal every time the class meets.**

As the course is an entry-level composition class, expect to write frequently – both informally and formally. Assigned readings provide instruction and/or context for your writing and form the foundation for class discussion. All readings are in italics and due on the listed date. All assignments due dates and times are available in Canvas. As late work is not accepted, assignments lock on the due date/time and are no longer open for submissions.

	<b>Monday</b>	<b>Wednesday</b>	<b>Friday</b>
<b>Week 1</b> 8/27 – 8/31	Course Introduction/Syllabus	The Importance of Writing <i>Complete Plagiarism tutorial and Quiz</i>	<i>“Developing Academic Habits of Mind” (45-52)</i> <i>Fun Home excerpt (990-1003)</i> <b>Response Paper 1</b>
<b>Week 2</b> 9/3 – 9/7	<b>Labor Day (No Class Meeting)</b>	<i>View Ted Talk, read article PDF – Canvas</i> <b>Response Paper 2</b>	Ch. 10: <i>“Writing a Literacy Narrative” (73-85)</i> <b>Response Paper 3</b>
<b>Week 3</b> 9/10 – 9/14	Writer’s Workshop – Form writing groups <i>Ch. 43: “Narrating” (419-426)</i>	<i>Read essay PDFs – Canvas</i> <b>Response Paper 4</b>	<b>Personal Essay Assigned</b> <i>“If You Are . . .” (947-951)</i> <i>“A Man and His Cat” (957-963)</i>
<b>Week 4</b> 9/17 – 9/21	<i>Ch. 29/30 (301-312)</i> <b>Response Paper 5</b>	<b>Pers. Essay Early Draft due -- typed &amp; printed</b> Writer’s Workshop	Class visit – Writing Center Revision – style focus <i>“Englishes” (HB-68-75)</i> <i>Schedule writing conference</i>
<b>Week 5</b> 9/24 – 9/28	<u>Conference day</u> In-class revising and editing exercises. <b>Response Paper 6</b>	<u>Conference day</u> In-class revising and editing exercises.	<b>Lab #1 due</b> <u>Conference day</u> In-class revising and editing exercises.
<b>Week 6</b> 10/1 – 10/5	<b>Essay #1 Clean Draft due</b> Ratiocination	<b>Essay #1 Final Draft Due</b> Process Reflection, self-assessment	<i>The Other Wes Moore Intro &amp; Part 1 (xi-xiv, 3-62)</i> <b>Class meets online today: Group discussion of assigned reading (this is both a grade AND your attendance record).</b>
<b>Week 7</b> 10/8 – 10/12	<i>TOWM Part 2 (65-122)</i> <b>Class meets online today: Group discussion of assigned reading (this is both a grade AND your attendance record).</b> <b>Response Paper 7</b>	<i>TOWM Part 3 &amp; Epilogue (125-180)</i> <b>Collaborative Project Assigned</b> Select Groups & Guiding Topic/Idea Group Planning Day	<i>“Choosing Genres” (273-278)</i> <i>“Proposals” (235-244)</i> Group Planning – work on proposal
<b>Week 8</b> 10/15 – 10/19	<i>“Rhetorical Situations” (55-70)</i> <b>Response Paper 8</b>	<b>Elevator pitch &amp; written proposal due</b> (25% of Collaborative Project grade)	<b>*Last day to withdraw*</b>  <b>Lab #2 due</b> Group work
<b>Week 9</b> 10/22 – 10/26	<i>“Analyzing Texts” (94-110)</i> <b>Response Paper 9</b>	<i>1<sup>st</sup> draft due for revision exercises – each group member responsible for his/her own section</i>	<i>“Analyzing Texts” (111-123)</i>
<b>Week 10</b> 10/29 – 11/2	Revised draft due for editing and polishing exercises	<b>Collaborative Project due</b> Analysis as argument	<i>Bring a photo, short video, ad, outfit, or other text that makes an argument without words.</i> <b>Response Paper 10 (Project Evaluation)</b>

<b>Week 11</b> 11/6 – 11/9	<i>Read texts attached on Canvas</i> Editorial vs. News -- What is the relationship between facts and beliefs? <b>Response Paper 11</b>	<b>Lab #3 due</b> Grammar/Mechanics focused lesson	<b>Final Essay Assigned</b> Prewrite/freewrite Select topic, genre/subgenre, audience/purpose <b>Response Paper 21</b>
<b>Week 12</b> 11/12 – 11/16	Ethical Research Using Databases	<i>“Evaluating Sources” (469-77)</i>	Using support effectively <b>Response Paper 13</b>
<b>Week 13</b> 11/19 – 11/23	<i>Class meets online today -- See Canvas for assignment/attendance.</i> Quoting/Summary/Paraphrase	<b>Thanksgiving Holiday</b>	<b>Thanksgiving Holiday</b>
<b>Week 14</b> 11/26 – 11/30	Citing Sources and other formatting issues	<b>Early draft due</b> Writer’s Workshop	<b>Lab #4 due</b> Class online today-- guided revisions on Canvas <b>Response Paper 14</b>
<b>Week 15</b> 12/3 – 12/7	Ratiocination	<b>Argument/Analysis due</b> Writing Online: Post, Review, Comment, Blog	Class meets online -- final exam review <b>Response Paper 15</b>
<b>Finals Week</b> 12/10 – 12/14	<b>Our FINAL EXAM will be held on Monday, December 10<sup>th</sup> during our regular class meeting time.</b>		