

# COURSE SYLLABUS

## ENG\* 101 COLLEGE COMPOSITION

Spring 2009  
Three Rivers Community College  
Grasso Tech Campus

### **Amy McKenna, Instructor**

Class Meetings: Mondays, 6:30-9:15

Office Hours: by appointment

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### **COURSE DESCRIPTION**

College Composition engages students in critical observation, reading, and writing. The course prepares students for exposition, analysis, and persuasion required in college writing, and for meeting the conventions of college English. Writing assignments require that students develop their own points of view and demonstrate an understanding of complex ideas and issues. Students will compose assignments for different purposes and audiences.

**PLEASE NOTE:** If as a result of the placement test, you were advised to take ENG 094 or ENG 100 and you have not done so, you place yourself at a *serious* disadvantage in the class. In other words, it will be very difficult for you to achieve the objectives of this course.

### **LEARNING OUTCOMES**

English 101 is designed to build specific skills and abilities. If you successfully complete the course, you should be able to

- read challenging essays and identify the main ideas and points of view in the essays.
- compare or contrast different ideas.
- analyze a particular perspective or presentation of a topic and evaluate its merit.
- formulate a thesis.
- develop your perspective on a topic.
- support a thesis with well-chosen evidence from different sources.
- document information using the MLA format
- recognize the reader as intrinsic part of writing.
- employ strategies to engage the reader.
- employ strategies revision, with attention to internal and external organization.
- employ strategies of editing.
- collaborate with others to discuss course-related content, to analyze reading selections, to develop points of view, and to revise written work.

### **TEXTS & INSTRUCTIONAL MATERIALS**

*Rereading America* 7<sup>th</sup> edition, Colombo, Cullen, and Lisle

*The Brief Penguin Handbook*, Lester and Faigley, 3<sup>rd</sup> ed.

A dictionary

A 3 Ring Binder and Paper

## EVALUATION

Please be sure to

1. Complete all reading and writing assignments on time.
2. Contribute regularly to class discussion and class activities.

**A CAUTIONARY WARNING: It is important to know that while this section of English Composition meets once a week, many English courses offered by Three Rivers meet twice a week. Therefore, should you be absent from a class you will miss a great deal, especially since there are many activities (lecture, group work, writer's workshop, etc.) scheduled for each class. STUDENTS WHO MISS THREE OR MORE CLASSES WILL ENCOUNTER GREAT DIFFICULTY FULFILLING THE REQUIREMENTS OF THIS COURSE.**

### Explanation of Criteria for Evaluation

From the onset, students should know that

- outside assignments must be completed before the class for which they are assigned. Effective class work is not possible unless the reading has been completed. Likewise, writing assignments are due on the due date.
- any graded work will be accepted **up to one class after the original due date**. However, they will be marked down a **FULL LETTER** grade. This is VERY IMPORTANT.
- **if a student has a sufficient and/or pre-arranged reason**, formal writing assignments will be accepted up to one class after the original due date. However, the student will be marked down **one letter grade**.
- students **must** complete all formal papers and tests to receive a passing grade. A zero for any assignment **CAN AND WILL HAVE A NEGATIVE IMPACT ON A STUDENT'S GRADE**.
- homework assignments are given to aid the student in mastering important concepts.

### Class Participation

- Frequent, thoughtful participation is expected of all students. This includes contributing regularly to discussions, paying attention during lectures and presentations, and **ACTIVELY** participating in group work, writer's workshop, and partner work.
- In general, a student should plan to spend a minimum of one hour in preparation for each class hour, and to attend each class, so that participation is maximized. If absent, the student should return to class with all assignments complete, or the student should **E-MAIL THE ASSIGNMENTS as word attachments. PLEASE NOTE: YOU MUST SUBMIT THE PAPER COPY OF AN EMAILED SUBMISSION AT OUR NEXT CLASS MEETING TO RECEIVE CREDIT FOR AN ASSIGNMENT.**
- There is no excuse for not knowing what occurred in the class.

### Notebook

- A 3-Ring binder will be maintained by each student for the purpose of recording in-class summaries, answers to questions proposed in class, and other assigned writing activities. The notebook will be brought to each class and to individual conferences.

## Grading System

A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F

### Numerical Components

A	93-100	C	73-76
A-	90-92	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	82-80	D-	60-62
C+	77-79	F	0-59

### Grading Procedures

Grades are weighted using the categories below

**Final Writer's Portfolio** 40%

**Outside Writing Assignments** 40%  
(This includes drafts [which count twice] outlines, reflections, reading questions, etc.)

**In-Class Work** 20%  
(This includes general participation, in-class writing, group work, and partner work)

### Course Ground Rules

1. **Absences:** Consistent attendance is crucial to your success in this course. Missing classes, arriving late, or leaving early will undermine your chances to succeed. Attending the full class meeting is equally important to completing all of your work.
2. **Outside Writing Assignments:** ALL outside writing assignments must be word processed and must adhere to the MLA format: 1 inch margins, standard type size (12 point), double-spaced text and plain font. If you are unfamiliar with the MLA format, PLEASE REFER TO THE PENGUIN TEXT. Please know that I will NOT ACCEPT AN OUTSIDE WRITING ASSIGNMENT THAT IS HANDWRITTEN.
3. **Drafts:** A major component of this course is the final portfolio, and the course itself provides you with the opportunities to revise different pieces that will be included in the portfolio. THEREFORE, whenever a DRAFT is assigned for writer's workshop or for submission for feedback, the DRAFT MUST BE COMPLETE, the DRAFT MUST ADHERE TO THE ASSIGNMENT, AND THE DRAFT MUST BE TYPED. Otherwise, the draft will not receive credit.
4. **Class Discussion:** Sitting in class is one thing. Being an active participant in discussion is quite another thing altogether. One of your major portfolio pieces (officially assigned during class meeting #8) is a detailed and thoughtful commentary on one of our discussions of a *Rereading America* essay. It is expected that you not only participate in

these discussions verbally, but also take notes on the comments that both you and your peers offer in class. Your Class Discussion Response Paper will require that you quote from, discuss and respond to SPECIFIC comments made in class. Therefore, it is advisable that you take detailed notes during our discussions of the *Rereading America* essays.

5. **Respecting the Learning Environment:** Courtesy is a given in a college course. This means that one knows and abides by the ground rules of the course; one respects his/her fellow classmates; one arrives on time and does not leave early; and one takes responsibility for one's own learning. Normally, disruptions to the learning environment are non-existent on the college level. In the rare insistent one should emerge, the disruption will be immediately addressed and stopped.
6. **E-mailing:** Should you miss class, it is always a good idea to e-mail me AS SOON AS POSSIBLE so that I may e-mail you the work. Also, YOU SHOULD e-mail any work that is due; if the work is received the day it is due, it is considered on time. However, if it is received AFTER THE DAY IT IS DUE, it is considered late and will receive a full letter grade deduction. IMPORTANT: all e-mailed work **MUST BE SENT AS ATTACHMENTS IN Word Documents**. If I cannot open the assignment, IT IS NOT A SUBMISSION. This does NOT serve as excuse for not submitting the work. ASSIGNMENTS CANNOT BE SUBMITTED IN AN EMAIL TEXT. **PLEASE NOTE: YOU MUST SUBMIT THE PAPER COPY OF AN EMAILED SUBMISSION AT OUR NEXT CLASS MEETING TO RECEIVE CREDIT FOR AN ASSIGNMENT.**
7. **Academic Dishonesty:** Academic Dishonesty shall in general mean conduct which has as its intent or effect the false representation of a student's academic performance, including but not limited to (a) cheating on an examination, (b) collaborating with others in work to be presented, contrary to the stated rules of the course, (c) plagiarizing, including the submission of others' ideas or papers (whether purchased, borrowed, or otherwise obtained) as one's own, (d) stealing or having unauthorized access to examination or course materials, (e) falsifying records of laboratory or other data, (f) submitting, if contrary to the rules of a course, work previously presented in another course, and (g) knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.
7. **Cell Phones/Pagers:** While in class, students should turn off phones/pagers or keep them in a silent mode. I will extend the same courtesy to you. Under no circumstances are phones/pagers to be answered in class. If an extenuating circumstance occurs, speak with me prior to class so that we may arrive at an agreement. **TAKE NOTE: IF I SEE YOU TEXTING IN CLASS, I WILL MAKE DEDUCTIONS TO YOUR CLASS PARTICIPATION GRADE.**
8. **Schedule of Assignments:** The schedule of assignments is attached. However, you will receive a more detailed agenda for each class, and please know that while agenda parallels the schedule of assignments, sometimes we may depart from the schedule due to a cancelled class or some other unexpected thing.

9. **College Withdrawal Policy:** A student who finds it necessary to discontinue a course once class has met must provide written notice to the Registrar. Withdrawal forms are available at the Registrars on all campuses. Nonpunitive “W” grades are assigned to any withdrawal requested before the various unrestricted withdrawal deadlines listed in the calendars published in front of each session’s course listings. Withdrawal requests after these deadlines must bear instructor signatures. No withdrawals are permitted after the last class preceding the final exam. Students who do not obtain an official withdrawal, but simply stop attending classes, run the risk of receiving an “F” grade for the course.
10. **Disabilities Statement:** If you have a hidden or visible disability which may require classroom or test-taking modifications, please see me as soon as possible. If you have not already done so, please be sure to register with the coordinator for students with disabilities.
11. **Class Phone Tree:** If I have an emergency and must unexpectedly miss class, I will start the class phone tree. This phone tree is not for college cancellations due to weather. See the college website for weather cancellation information.

## ASSIGNMENT SCHEDULE

*NOTE: THIS SCHEDULE IS SUBJECT TO CHANGE; STUDENTS WILL BE NOTIFIED AHEAD OF TIME WHEN A CHANGE OCCURS.*

*ANOTHER NOTE: THIS SCHEDULE IS A “BLUEPRINT” FOR OUR COURSE. THE MOST UP-TO-DATE ASSIGNMENT INFORMATION WILL BE ON THE WEEKLY AGENDAS. BE SURE TO CONSULT THEM.*

### CLASS MEETING 1

#### **DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 2, b-f “Plan and Draft;” Ch. 7, a-d “Write to Reflect;” and Ch. 27, a-d, “Write with Power”
- ✓ REREADING AMERICA (RA): G. Soto. Read essay (begins on page 26) and answer the Engaging the Text (ETT) question #3. Compose a one paragraph, half page response.
- ✓ Compose a DRAFT
  - Topic: Describe an important learning experience you have had.
  - Length: 1½ -2 typed pages long. Remember: drafts must be complete to receive FULL CREDIT.
  - Purpose: To inform the reader, namely me, about an important learning experience.
  - What comes next? Bring a **complete draft to next class**, as you will “workshop” this draft with a classmate. Drafts will be checked for credit.
- ✓ Make sure you bring both course textbooks to the next class.
- ✓ Remember, should you need to contact me, email is the best way.

### CLASS MEETING 2

#### **DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 4 “Rewrite, Edit, and Proofread;” Ch. 3 “Compose Paragraphs;” and Ch. 28, a-c, “Write Concisely”
- ✓ RA: S. Turkel. Read essay (begins on page 353) and answer the ETT question #2. Compose a one paragraph, half page response.
- ✓ FINAL DRAFT OF PERSONAL ESSAY; note—this will count as a double grade. Papers will be graded according to the rubric, which is attached. Please review it at your leisure. Make sure that your paper is in the MLA format.

### CLASS MEETING 3

#### **DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 6, a-d, “Write to Analyze;” Ch. 5, a-b, “Read and View with a Critical Eye;” and Ch. 29, a-e, “Write with Emphasis”
- ✓ RA: J. Ortiz Cofer. Read essay (begins on page 393) and answer the ETT question #3. Compose a one paragraph, half page response.
- ✓ A COMPLETE DRAFT OF THE ANALYTICAL PAPER—please refer to assignment sheet for guidance. We will “workshop” this draft in class.

**CLASS MEETING 4****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 30, a-d “Find the Right Words”
- ✓ RA: J. T. Gatto. Read essay (begins on page 152) and answer ETT question #3 OR #4. Compose a one paragraph, half page response. **BE PREPARED FOR AN IN-CLASS WRITING RESPONSE TO THE ESSAY.**
- ✓ A SECOND DRAFT OF THE ANALYTICAL PAPER IS DUE FOR EVALUATION. PLEASE MAKE REVISIONS!!!!!!!!!!

**CLASS MEETING 5****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 32, a “Grammar Basics” and Ch. 33, a-c “Fragments, Run-ons, and Comma Splices”
- ✓ RA: M. Moore. Read essay (begins on page 132) and answer ETT #4. Compose a one paragraph, half page response.
- ✓ A COMPLETE DRAFT OF THE ANALYTICAL PAPER. This will count as THREE GRADES.
- ✓ Please begin to work on your portfolio—do not wait until the last minute.

**CLASS MEETING 6****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 34, a-e “Subject Verb Agreement”
- ✓ RA: M. Rose. Read essay (begins on page 161) and answer ETT #4. Compose a one paragraph, half page response.
- ✓ A COMPLETE DRAFT OF THE COMPARE AND CONTRAST PAPER.
- ✓ Please begin to work on your portfolio—do not wait until the last minute.

**CLASS MEETING 7****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 16, a-e, “Plan Your Research” and Ch. 35, a,d “Verbs”
- ✓ RA: K. Yoshino. Read essay (begins on page 598) and answer ETT #4. Compose a one paragraph, half page response. **BE PREPARED FOR AN IN-CLASS WRITING RESPONSE TO THE ESSAY.**
- ✓ A SECOND DRAFT OF THE COMPARE AND CONTRAST PAPER.

**CLASS MEETING 8****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 21, a-e, “Sources and Plagiarism” and Ch. 36, b-d, “Pronouns”
- ✓ RA: M. Haydar. Read essay and answer ETT #4. Compose a one paragraph, half page response.
- ✓ A COMPLETE DRAFT OF THE COMPARE AND CONTRAST PAPER. This will count as THREE GRADES.
- ✓ Begin looking for research paper sources (topic TBA). Read the source(s) provided.

**CLASS MEETING 9****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 37, a-c “Modifiers”
- ✓ RA: C. Vasquez. Read essay and answer ETT #2. Compose a one paragraph, half page response. **BE PREPARED FOR AN IN-CLASS WRITING RESPONSE TO THE ESSAY.**
- ✓ Bring a set of index cards to the class (approximately 30).
- ✓ Acquire the rest of your research paper sources. Bring all sources to the next class.

**CLASS MEETING 10****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 22, a –b, “Write and Revise Research” and Ch. 38, a-d “Commas”
- ✓ Your SOURCE CARDS AND NOTE CARDS.

**CLASS MEETING 11****DUE FOR NEXT CLASS:**

- ✓ PENGUIN: Ch. 22, c-f “Write and Revise Research” and Ch. 38, e-I “Commas”
- ✓ PENGUIN: UNIT 6 OVERVIEW ON MLA. Use this chapter as needed. It will answer many of your questions on the paper’s format.
- ✓ Research Paper: Detailed Outline. Follow directions in agenda. This outline will include a thesis statement, full introduction, outline of body paragraphs and conclusion and a full works cited page. It will be subject to peer review and checked by me for completion.

**CLASS MEETING 12****DUE FOR NEXT CLASS:**

- ✓ Research Paper: Complete Draft Due for Peer Review. Be prepared for peer review, paper discussion, and conferencing as needed.
- ✓ PENGUIN: UNIT 6, MLA. Use this chapter as needed. It will answer many of your questions on the paper’s format.
- ✓ Please work in the final PORTFOLIO.

**CLASS MEETING 13****DUE FOR NEXT CLASS:**

- ✓ Portfolio Submission

**CLASS MEETING 14**

- ✓ SUBMIT PORTFOLIO TODAY!!