

ENG K101: College Composition

Section T17

Meets Tuesdays & Thursdays 11-12:15pm in E218

Instructor Contact Information

Instructor: Michael J. Stutz

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Office Hours: Mondays and Wednesdays, 2-3:00, Tuesdays 1-2:00 & by appointment.

Course Description

College composition engages students in critical observation, reading, and writing. This course prepares the student for the exposition, analysis, and argument 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 understanding of complex ideas and issues. Methods for research, including use of academic resources, appropriate documentation, and incorporation of sources in original papers will be taught through assigned writings. A placement test is required prior to enrollment.

Required Texts

You must purchase the following texts for this course (and bring your books to class every day):

- Bartholomae, David and Anthony Petrosky. Ways of Reading: An Anthology for Writers. 9th ed. Boston: Bedford/St. Martin's, 2011.
- Faigley, Lester. The Brief Penguin Handbook. Custom Edition for Three Rivers Community College. New York: Pearson Learning Solutions, 2011.
- A flash drive or some other kind of **portable** storage device on which you can save drafts of your work.

Learning Outcomes

Upon successful completion of these courses, students should be able to:

Read and think critically

- demonstrate an understanding of the intrinsic connection between reading, critical thinking, and writing
- demonstrate the ability to read and understand academic writing with differing points of views and be able to recognize and analyze the merits of each position
- evaluate the accuracy and validity of a specific perspective or argument

- understand how audience, purpose, genre, and context shape the meaning and effectiveness of all texts, especially texts presented in college settings

Write critically and analytically

- demonstrate an understanding of the organizational skills required for academic writing, such as pre-writing activities, outlining, paragraph development, revising, and the ability to thoroughly edit
- demonstrate in reading and writing an understanding of the rhetorical concepts of audience, invention, style, organization, and delivery
- develop their own perspective into an academic argument that reflects critical analysis

Demonstrate information literacy

- conduct research using library tools, print and electronic media, and any other sources that enhance academic writing
- evaluate sources for accuracy, validity, and academic relevance
- use information to support and develop their assertions through paraphrasing, quoting, and summarizing
- cite sources using MLA citation style
- learn and employ strategies for avoiding plagiarism

Apply the foundations of strong academic skills

- develop and use academic reading and speaking vocabularies
- use tools appropriately related to reading and writing, such as dictionaries, thesauri, and writing handbooks
- utilize word processing programs, including proofreading software, in the writing process
- produce documents according to MLA formatting conventions
- employ strategies for effective editing, including attention to grammar, mechanics, usage, and the conventions of standard American English
- collaborate with others in developing points of views and analyzing writing
- employ effective annotation skills
- use writing and reading for inquiry, learning, thinking, and communicating in a college setting
- formulate appropriate questions and hypotheses

Email and Office Hours

If you have any questions or want to discuss a particular reading or assignment, feel free to contact me or drop by my office to chat. Please email me with any questions or concerns that may arise through the course of the semester. I will respond to emails within 24-36 hours. If you send an email between late Friday and Sunday, I will respond beginning the following Monday. You can also call me on my office phone.

Attendance Policy

This is a class that requires your regular and engaged attendance. It is important for you to be in class and prepared and committed to listening, thinking critically, discussing readings, and writing on a daily basis. You should come prepared every class meeting, meaning having read the assigned reading and prepared for any assignments due. I will be taking attendance daily.

Preparation

You are responsible for all reading assignments, all material discussed in class, all handouts distributed in class, and all announcements made in class, including schedule changes. We will be writing in class, discussing readings, and holding peer-review workshops during the course of the semester. Students are expected to demonstrate professionalism in all of these activities. This includes being prepared to *answer* questions related to the reading, as well as being prepared to *ask* questions of clarification or about issues of interest, during class.

Assignments and Grading

Over the course of the semester you will work on four major assignments that you will revise, polish, and collect in a portfolio to be submitted to me at the end of the semester (see the “Revision” section below for further details). You must complete each draft of your major assignments by the appropriate due date (or incur a major grade penalty). Here’s the breakdown:

- Homework, quizzes, in-class writings (20%)
- Drafts of 3 Individual Essays (24%)
- Peer Review activities for 3 Essays + Final Retrospective Assignment (16%)
- Final Portfolio (40%)

Final Portfolio

At the end of the semester, you must hand in polished, revised versions of your essays in the form of a Final Portfolio. If you do not turn in a Final Portfolio you automatically fail the class. I will distribute more detailed information about the Final Portfolio in class.

Late Papers

Papers and other writing assignments are due at the start of class on the assigned days. You should bring a word-processed, printed-out copy of your work to class to hand in (MLA format, double-spaced, 12 pt. font, standards margins). As a general rule, I can’t accept handwritten work or work submitted as e-mail attachments, but if you encounter an emergency or special circumstances that warrant an exception, please see me before the assignment is due. Any paper handed in after class will be considered late. Late papers will be penalized 10 points (one full letter grade deducted from the final version submitted in your paper file at the end of the semester) for each day after the due date (including weekends). E-mail submissions will not be accepted except under very special circumstances.

Revision

Revision—the ability to critically assess and rethink your work—is one of the most important skills you will develop this semester. For most of the major assignments in this class, you will first turn in a typed draft on which you will receive feedback from me and/or from two or more of your classmates. You will use the feedback to revise the paper and turn in a final draft, which I will assign a letter grade, in your portfolio at the end of the semester. “Revising” does not mean correcting surface errors or adding a few sentences here and there; a revision is literally a “seeing again” (a re-vision), a rewriting of the paper based on feedback from your readers. There is more to writing than first thoughts, first drafts, and first pages. A writer learns most by returning to his or her work to see what it does and doesn’t do, by taking time with a project and seeing where it might lead. This class is a place where you will practice writing, but it is also a place where the writing is expected to change. You will be writing regularly, but I will also be asking you to revise – to step outside your writing, to see what it might represent (not just what it says), and to make changes. I will teach you how to read your own writing, how to pay close and critical attention to what you have written, and I will teach you how to make this critical attention part of the cycle of production, part of your work as a writer. Because revision is so important in this course, your final essay grades will reflect the quality of your revision efforts. Your final portfolio is due on the last day of class. *This portfolio is required; you will receive an F for the course if you do not hand it in.* You will not get your portfolio back, so make sure you keep copies of all of these assignments for your own records.

Academic Integrity and Ethics

The decision to enter college and undertake advanced study is a choice that entails an important set of ethical commitments. One of these commitments is a mindfulness of plagiarism: knowing what it is and how to properly complete assignments competently and ethically. Plagiarism will not be tolerated. Any assignment found to be plagiarized or to come from plagiarized material will receive a grade of zero and the student will be reported to the Academic Dean and Student Services Dean where disciplinary action may be taken.

Students with Disabilities

Any person who because of a disability may need special arrangements or accommodations to meet the requirements of this course should consult with me as soon as possible in order to arrange an appropriate plan of action for this semester.

Class Cancellation Policy

In the event that I am not able to attend class, you should find a note posted outside our classroom door. If there is no note but I am not in the classroom, please wait ten minutes before concluding that class has been cancelled. In the event of cancellation, I will make every effort to notify you by email ahead of time. For

instructions on class cancellation due to inclement weather, please consult your student handbook, which can be accessed online through the TRCC website.