

# HCC-Northwest College

HOUSTON COMMUNITY COLLEGE - SPRING BRANCH CAMPUS

**ENGLISH 0347 – CRN 23397**

## **ENGLISH GRAMMAR AND COMPOSITION FOR FOREIGN SPEAKERS II**

PROFESOR: Carlos Arcos

PHONE NUMBER: (281) 691-4901

OFFICE HOURS: 12:30pm – 2:30pm MW

EMAIL: carlos.arcosgallegos@hccs.edu

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OTHER RELEVANT INFORMATION:

ROOM/CAMPUS: SPBR 709

SEMESTER: FALL 2012

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ENGL 0347: 2hours lecture course/48 hours per semester/16 weeks

Textbook: Destination2 - Grammar and Writing for Academic Success

### **Course Description**

This course is a continuation of ENGL 0346, and focuses more on advance grammar and essay writing.

### **Prerequisites**

A satisfactory score on the CELSA Test or completion of ENGL 0346- An advanced course in English grammar and composition designed to help the foreign student who already has some elementary skill in English grammar and composition.

### **Course Goal**

- To improve students communication through our program.
- To become fluent and proficient in English.

### **Course Requirements**

Students in ENGL 0347 must complete seven essays including a midterm and final essay, journal assignments, and homework assignment. Final grades are determined by averaging the total of each area listed next:

- 20% Participation / Attendance.
- 30% Assignments.
- 20% Midterm Exam (Week Eight).

**GRADING SCALE:**

90-100 = A.

80-89 = B.

70-79 = C.

69-60 = D.

59 and Below = F

**ATTENDANCE:** Texas State Law requires a 87.5% minimum attendance for college course. Students must not be absent for more than 12.5% of the course of 8 hours, or 4 classes meeting. In the event that a student exceeds the 8 hours of absence, then the Professor will submit an administrative drop form at the time the student become eligible to be dropped.

**TARDIES:** This class begins promptly at 12:30 pm. A tardy will be recorded if a student comes to class after 12:30 pm. Excessive tardiness, either individual or as a class, are interruptions of instruction. Official tardy count is recorded as follow: 2 tardiness (or early leaves) count as one class absence. If the student is gone for more than 15 minutes, then the student is considered as absent.

Class attendance equals class success.

**Instructional Methods**

- Writing with a grammar focus.
- Listening activities to hear the grammar in spoken English.
- In laboratory, grammar computer programs, writing activities using the grammar knowledge.

**Instructional Materials**

- Writing and Grammar for Academic Success 2 (Destination by Nancy Herzfeld-Pipkin ).
- Oxford Study Dictionary. Good English with Ease.
- Notebook.

## **HCC Policy Statement – ADA**

Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. Faculty is authorized to provide only the accommodations requested by the Disability Support Services Office.

For questions, please contact Donna Price at 713.718.5165 or the Disability Counselor at your college. To visit the ADA Web site, please visit [www.hccs.edu](http://www.hccs.edu) then click Future students, scroll down page and click on the words Disability Information.

District ADA Coordinator – Donna Price - 713.718.5165

Central ADA Counselors – Jaime Torres – 713.718.6164

## **HCC Policy Statement: Academic Honesty**

A student who is academically dishonest is, by definition, not showing that the coursework has been learned, and that student is claiming an advantage not available to other students. The instructor is responsible for measuring each student's individual achievements and also for ensuring that all students compete on a level playing field. Thus, in our system, the instructor has teaching, grading, and enforcement roles. You are expected to be familiar with University's Policy on Academic Honesty, found in the catalog. What that means is: If you are charged with an offense, pleading ignorance of the rules will not help you. Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. "Scholastic dishonesty": includes, but is not limited to cheating on the test, plagiarism, and collusion. Possible punishments for academic dishonesty may include a grade of 0 or F in the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System (See the Student Handbook).

## **HCC Course Withdrawal Policy**

If you feel that you cannot complete this course, you will need to withdraw from the course prior to the final date of withdrawal. Before you withdraw from your course, please take time to meet with your counselor to discuss why you feel it is necessary to do so. The counselor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important.

If you plan on withdrawing from your class, please visit the online registration calendar or any HCC counselor to determine class withdrawal deadlines. If you do not withdraw before the deadline, you will receive the grade that you are making in the class as your final grade.

## **Repeat Course Fee**

The State of Texas encourages students to complete college without having repeat failed class. To increase student success, students who repeat the same course more than twice, are

required to pay extra tuition. The purpose of this extra tuition fee is to encourage students to pass their courses and to graduate. Effective fall 2006, HCC will charge a higher tuition rate to students registering the third or subsequent time for a course. If you are considering course withdrawal because you are not earning passing grades, confer with your counselor as early as possible about your study habits, reading and writing homework, test taking skills, attendance, course participation, and opportunities for tutoring or other assistance that might be available.

### **Classroom behavior**

As your instructor and as a student in this class, it is our shared responsibility to develop and maintain a positive learning environment for everyone. Your instructor takes this responsibility very seriously and will inform members of the class if their behavior makes it difficult for him/her to carry out this task. As a fellow learner, you are asked to respect the learning needs of your classmates and assist your instructor achieve this critical goal.

### **Use of Camera and/or Recording Devices**

As a student active in the learning community of this course, it is your responsibility to be respectful of the learning atmosphere in your classroom. To show respect of your fellow students and instructor, you will turn off your phone and other electronic devices, and will not use these devices in the classroom unless you receive permission from the instructor. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations.

### **ENGL33 – Evaluation for Greater Learning Student Survey System**

At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time, you will be asked to answer a short online survey of research-based questions related to instruction. The anonymous result of the survey will be made available to your professors and division chairs for continual improvement of instruction. Look for the survey as part of the Houston Community College Student System online near the end of the term.

## FALL 2012 CALENDAR

WEEK ONE – 08/27 – 08/29 - Chapter 1

WEEK TWO – 09/03 – 09/05 - Chapter 2

WEEK THREE- 09/10 – 09/12 - Chapter 3-4

WEEK FOUR –09/17 – 09/19 - Chapter 4

WEEK FIVE – 09/24 – 09/26 - Chapter 5

WEEK SIX – 10/01 – 10/03 - Chapter 6

WEEK SEVEN – 10/08 – 10/10 - Chapter 7

WEEK EIGHT – 10/15 – 10/17 - CHAPTER 8 (Mid Term Exam)

WEEK NINE – 10/22 – 10/24 - Chapter 10

WEEK TEN – 10/19 – 10/31 - Chapter 11

WEEK ELEVEN – 11/05 - 11/07 - Chapter 12

WEEK TWELVE – 11/12 – 11/14 - Chapter 13

WEEK THIRTEEN – 11/19 – 11/21 - Chapter 14-15

WEEK FOURTEEN – 11/26 – 11/28 - Chapter 16

WEEK FIFTEEN – 12/03 – 12/05 - Final Class - REVIEW

WEEK SIXTEEN – 12/10 – 12/12 - FINAL EXAM