



ENGLISH 1301: AN INTRODUCTION TO RHETORIC AND COMPOSITION

3 Credit Hours / 48 hours per semester

Summer - 2nd Five Weeks: 7/9/2012 - 8/10/2012

Lecture / Core Curriculum

NW Spring Branch Campus Room 609, MTWThF 10:00 a.m. – 12:00 p.m. CRN #81824

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Office Hours: Immediately before and after class

HCC Learning Web Page: <http://learning.hccs.edu/faculty/cecilia.bonnor>

Required Textbooks

Maimon, Elaine P., Janice H. Peritz, and Kathleen Blake Yancey. *The McGraw-Hill Handbook*. 2nd. ed. New York: McGraw-Hill, 2010. Print. (MH)

Peterson, Linda H., and John C. Brereton, eds. *The Norton Reader: An Anthology of Nonfiction*. 12th ed. New York: Norton, 2007. Print. (NR)

The current edition of the *English 1301 Study Guide (SG)* – To be returned to the instructor, when students drop, withdraw from, or complete the course.

Other Materials

A notebook with loose leaf paper for notes, paper and pens

Any good college-level dictionary

Prerequisites

Placed in college-level reading and college-level writing.

English 1301 Course Description

“A course devoted to improving the student’s writing and critical thinking. Writing essays for a variety of purposes from personal to academic, including the introduction to argumentation, critical analysis, and the use of sources. Core Curriculum course.” (*HCCS Catalog*)

Basic Intellectual competencies and Exemplary Educational Objectives in HCCS Core Curriculum English 1301 and 1302

-- **Reading:** Reading material at the college level means having the ability to analyze and interpret a variety of materials -- books, articles, and documents.

-- **Writing:** Writing at the college level means having the ability to produce clear, correct, and coherent prose adapted to purpose, occasion, and audience. In addition to knowing correct grammar, spelling, and punctuation, students should also become familiar with the writing process, including how to discover a topic, how to develop and organize it, and how to phrase it effectively for their audience. These abilities are acquired through practice and reflection.

-- **Speaking:** Effective speaking is the ability to communicate orally in clear, coherent, and persuasive language appropriate to purpose, occasion, and audience.

-- **Listening:** Listening at the college level means the ability to analyze and interpret various forms of spoken communication.

-- **Critical Thinking:** Critical thinking embraces methods of applying both qualitative and quantitative skills analytically and creatively to subject matter in order to evaluate arguments and to construct alternative strategies. Problem solving is one of the applications of critical thinking used to address an identified task.

-- **Computer Literacy:** Computer literacy at the college level means having the ability to use computer-based technology in communicating, solving problems, and acquiring information. Core-educated students should have an understanding of the limits, problems, and possibilities associated with the use of technology and should have the tools necessary to evaluate and learn new technologies as they become available.

Course Goals

English 1301 is part of the Core Curriculum and, as such, emphasizes all of the Core Competencies: reading, writing, speaking, listening, critical thinking, and computer literacy. Successful 1301 students will:

- communicate thoughtfully and clearly
- read and listen actively and critically
- develop flexible strategies to persuade
- analyze facets of issues and relate them to his/her life

Academic Discipline/CTE Program Learning Outcomes

1. Write in appropriate genres to explain and evaluate rhetorical and/or literary strategies employed in argument, persuasion, and various genres
2. Analyze various genres of writing for form, method, meaning, and interpretation.
3. Employ research in academic writing styles and use appropriate documentation style
4. Communicate ideas effectively through discussion
5. Write in appropriate genres using varied rhetorical strategies

Student Learning Outcomes for English 1301

1. Demonstrate knowledge of writing as process.
2. Apply basic principles of critical thinking in analyzing reading selections, developing expository essays, and writing argumentative essays.
3. Analyze elements such as purpose, audience, tone, style, strategy in essays and/or literature by professional writers.
4. Write essays in appropriate academic writing style using varied rhetorical strategies.
5. Synthesize concepts from and use references to assigned readings in their own academic writing.

Minimum Writing Requirement

Minimum of 5000 words during the semester

Grade Percentages

10%	Essay #1: Narrative Essay
10%	Essay #2: Critical Analysis Essay
10%	Essay #3: Midterm Essay
15%	Essay #4: Rhetorical Analysis Essay
25%	Essay #5: Persuasive Research Essay
20%	Reading Journals, Homework, Quizzes, Participation
10%	Final Exam

All of these assignments will be discussed at length in class during the semester. Although I will provide handouts that delineate the requirements and grading criteria for these tasks, I expect students to keep up with assigned readings and to take notes while paying attention in class. Work that is off-topic or fails to follow instructions will not be accepted. *One letter grade will be deducted for each class period an out-of-class assignment is late.* Workshops and quizzes may not be made up.

All students must demonstrate competence in their in-class writing assignments to potentially pass English 1301. All segments of all assignments must be turned in and accepted in order to potentially pass English 1301. The date listed on the assignment sheet is the very last day on which the assignment will be accepted. All out-of-class essays must be submitted via e-mail and hard copy to be considered for credit. Absence is not a valid reason for failure to turn in an assignment on time. All drafts of all out-of-class assignments **MUST** conform to MLA standards and **MUST** be typed or word-processed. There is no extra credit, nor is there a curve. You will receive the grade you have earned for the course.

Please note the following points

1. Grades will not be discussed in class.
2. Before you and I discuss any questions or comments you have regarding a grade on an assignment, you must read all of the comments and then schedule an appointment.
3. When essays are returned, please open them **OUTSIDE AND AWAY** from the classroom. **DO NOT OPEN PAPERS IN CLASS.**
4. In addition to content, organization, and development, I also look at style, grammar, and mechanics in grading your essays.
5. Do not ask me at the end of the semester what your grade is. Wait for grade posting at semester's end.
6. Below is a general description of grading criteria:

Grading Criteria

A (90.00 – 100): Exceptionally fine work, superior in mechanics, style, and content. Thoughtful and provocative ideas presented in a clear and compelling argument, using appropriate diction and an effective prose style, and with no mechanical errors.

B (80.00 – 89.99): Above average work, superior in one or two of the areas listed above. Good ideas presented in an organized essay which lacks a strong, analytic conclusion, or which indicates less-than-perfect control over style, spelling and grammatical constructions.

C (70.00 – 79.99): Average quality work, good, unexceptional, fulfills minimum requirements of assignment. Failure to address the assignment adequately by not following instructions, or failure to establish a proper focus and structure in organizing the argument, or evidence of an inability to monitor for syntactical problems.

D (60.00 – 69.99): Below average work, noticeably weak in areas listed above. Difficulty with two or more of the categories associated with a C.

F (0 – 59.99): Failing work, clearly deficient in areas listed above.

SCHOLASTIC DISHONESTY

According to the *Student Handbook* for the Houston Community College System: "Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by college district officials against a student accused of scholastic dishonesty. 'Scholastic dishonesty' includes, but is not limited to, cheating on a test, plagiarism and collusion" (13).

'Cheating' on a test includes:

- Copying from another student's test paper;
- Using materials during a test that are not authorized by the person giving the test;
- Collaborating with another student during a test without authority;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of an unadministered test;
- Bribing another person to obtain a test that is to be administered.

'Plagiarism' means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.

‘Collusion’ means the unauthorized collaboration with another person in preparing written work offered for credit.

Please note the possible consequences of such dishonesty, as stated in the *Student Handbook*: “Possible punishments for academic dishonesty may include a grade of ‘0’ or ‘F’ for the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the college district. A recommendation for suspension or expulsion will be referred to the college Dean of Instruction for disciplinary disposition. Students have the right to appeal the decision” (13).

Plagiarism Policy

Plagiarized papers or projects will receive a grade of “0” (zero) -- no exceptions. Cheating or collusion will also result in a grade of “0” (zero) on that paper or project. Plagiarism or collusion on a second major assignment will result in a zero in the course. Students need to be aware that the instructor will be utilizing plagiarism software and internet sources to check student work for potential plagiarism. This will be discussed in more detail during class lecture. For more on plagiarism, see "Plagiarism" in *The New McGraw-Hill Handbook*, on the HCC Library site, on the Northwest Writing Center's site, or in the HCC Student Handbook.

All students are responsible for following the rules and guidelines related to student conduct as outlined in the HCC Student Handbook.

Course Requirements

- Reading. This is a discussion-based course: You are expected to come to class having carefully read in an analytical manner the assigned texts. **Your ability to participate thoughtfully in large and small group discussions will affect your participation grade.**
- Response logs and/or reading quizzes. Students should be prepared for quizzes on the days essay readings are due. Quizzes will be short (10-15 minutes) and may either be short answer or brief in-class writings. Logs will be completed out of class and discuss specific prompts.
- Four out-of-class essays. In order to be accepted, each essay must be submitted to cecilia.bonnor@hccs.edu as well as printed out and given to me in hard copy.
- For these out-of-class essays, you must show evidence of a verifiable writing process; therefore, working drafts and proof of feedback (i.e. online and/or writing center tutors) are required. Furthermore, you must format these essays according to MLA manuscript guidelines (see our Learning Web site and *The McGraw-Hill Handbook* for more information).
- Homework. These assignments will be e-mailed to you. Please be sure to check your e-mail at least once a day.
- Two in-class exams, which will be scheduled during the middle of the semester and during finals week.
- Attendance. Your attendance is absolutely necessary to complete the course successfully. You should make every effort to attend class; should you have a problem with attendance, please come see me during office hours. It is your responsibility to keep updated on course information if you miss class, so please make arrangements to contact other students. In addition, please note that, a record of absences, late arrivals, and early leaves will be maintained throughout the semester. **If you are tardy, it is your responsibility to make sure that I record your attendance at the end of class. Otherwise, you'll be considered absent.** Be on time and stay until class is finished. Arriving late or leaving early will affect your grade. **Please note: three tardies equal one absence. Leaving early is the same as a tardy.**
- Students are expected to do their own work. If a student represents work that is not his or her own as if it were, that constitutes plagiarism. (See above.)
- All class members are expected to treat each other in a courteous and professional manner. **Please note: we will examine writing samples from people in this class during every class. Please speak about others' writing as you would hope others would speak about your own writing: use constructive criticism.** The majority of our time in class will be dedicated to examining ideas. We will talk, read, and reflect. Some topics may arise that disturb, offend or disconcert you. No effort will be made to skirt these

topics or to censor them in the classroom forum. Our task is to exercise academic and intellectual freedom through analytical and critical skills. However strongly you may feel about the topics that arise, someone else may hold an opposing viewpoint equally strongly. **I expect you to behave with courtesy and respect.** *Ad hominem* arguments or statements will not be permitted. If someone is talking, do not interrupt. When he or she is finished, you will have your turn. Disruptive behavior/activities which interfere with teaching and/or learning will not be tolerated, and may result in an administrative withdrawal without refund. This includes not obeying the posted electronics policy in the classroom.

-- Official HCCS policy concerning camera phones, cameras, audio/tape recorders, video recorders and any other electronic device that is capable of recording the human voice or image declares that the “[u]se of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. 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 [such] accommodations.”

-- As a student active in our learning community, it is your responsibility to be respectful of our learning atmosphere. **To show respect to 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 explicit permission. If such a device sounds or is used during class, it will be considered a disruption of the educational process (such as other forms of inappropriate behavior) and will be treated as such.** If a student expects an emergency call, he or she must speak to the instructor to receive an exception to this policy.

-- Professionalism: This class will mimic, in many ways, a “real-world” working environment, and you will be expected to participate professionally—be on time, stay the entire class period, be prepared to discuss assigned material, meet deadlines, collaborate, and work fairly and honestly. For strong professionalism grades, you will regularly attend class, willingly participate in all facets of the classroom, and demonstrate sincere effort to improve your own writing and that of your peers through peer review, revision, and conferences. Talking to your classmates outside the context of discussion is rude and will not be tolerated. Likewise, reading outside materials (newspapers, magazines, texts for other classes), playing games on your cell phone, or other non-class related activities are not allowed, and you will be penalized percentage points for doing so.

Attendance and Withdrawal Policies

You are expected to attend class. In accordance with HCCS policy, students with more than **6 hours of absences (3 class sessions)** may be dropped for excessive absence, and a daily record of attendance will be maintained throughout the semester. It is your responsibility to keep updated on course information if you miss class, so please make arrangements to contact other students should this become necessary.

NOTICE: The State of Texas has begun to impose penalties on students who drop courses excessively. For example, if you take the same course more than two times, you have to pay extra tuition. (Students who enroll for most credit CEU classes for a third or more times will be charged an additional \$50.00 per semester credit hour and \$3.00 per contact hours.) **In 2007, the Texas Legislature passed a law limiting new students (those starting college in fall 2007) to no more than six total course withdrawals throughout their academic career in obtaining a baccalaureate degree. There may be future penalties imposed.**

Please ask your instructor or counselor about opportunities for tutoring or other assistance prior to considering course withdrawal, or if you are not receiving passing grades. In consideration of the above law, I will not give “W” as a grade option unless you have submitted the withdrawal form yourself before the deadline for withdrawal. I will only give whatever grades you earn (A, B, C, D, or F). **If you stop attending the class, you need to officially withdraw yourself prior to the withdrawal deadline (Monday, 30 July 2012).** If you do not do so and simply disappear from class, you will receive an “F” in the course.

INTERNATIONAL STUDENTS: Receiving a W in a course may affect the status of your student Visa.

Once a W is given for the course (after you have submitted withdrawal form officially), it will not be changed to an F because of the visa consideration. Please contact the International Student Office (713-718-8520) if you have any questions about your visa status and other transfer issues.

Reasonable Accommodations

Any student with a documented disability (such as physical, learning, psychiatric, vision, hearing, and so on) who needs to arrange reasonable accommodations must contact the Disability Services Office for Northwest College at the beginning of the semester. Faculty members are authorized to provide only the accommodations requested by the Disability Support Service Office. For Northwest College, the Accommodations Center is located at the Spring Branch campus in RC 12. Only those accommodations specified by the Center, in accordance with Texas law, may be provided. For questions, contact Donna Price at 713.718.5165 or the Disability Counselor at Northwest College, Mahnaz Kolaini, at 713.718.5422. To visit the ADA Web site, log on to www.hccs.edu, click Future Students, scroll down the page and click on the words Disability Information.

Free English Tutoring

You are strongly encouraged to take advantage of the free tutoring available to you in the Writing Center at Spring Branch. Tutors can help you organize and develop ideas for your writing assignments and to work on problems in grammar and sentence structure. ***Tutors do not write, rewrite, edit, or correct papers for you, but they can help you to do the tasks better yourself.*** (However, neither the tutor nor any person—your mother, your high school teacher, your friend, and so on—other than your instructor is the final judge of your work.) The Spring Branch Writing Center is located in room 703. The Writing Center at the Katy campus is located in room 321A. Summer hours of operation for both locations TBD.

On-line tutoring is available through askonline.net and the Northwest Writing Center. These are especially useful resources for evening and weekend students. You must, however, plan in advance and submit your work well before its due date in order to receive timely advice. The URL for the online tutoring option is: <http://hccs.askonline.net>. In order to use HCC's Online Tutoring, you must first register with www.hccs.askonline.net, and to do that you must use an email account. You may use your personal email account or your HCC email account. To activate the HCC e-mail, students should go to the HCC Home Page, click on "For Students," and from the right column of choices, click on "Student E-Mail" and follow the directions. Students with old HCC Askonline accounts from last semester may continue to use their old user names and passwords. If they have forgotten one and/or the other, they should e-mail sandra.vaughn@hccs.edu with their full names and student "W" number.

HCC Student Services Information

Student Services provides Master's and doctoral-level counseling for the Northwest College student body. Counselors are available at each campus to assist students in creating class schedules, evaluating college transcripts, and completing degree/certificate plans. Student Services Phone numbers: Spring Branch Campus, 713-718-5669; Katy Campus, 713-718-5751.

Additional Information: <http://northwest.hccs.edu/northwest/campus-services>

Early Alert: HCC has instituted an Early Alert process by which your professor will "alert" you through counselors of concerns that you might fail a class because of excessive absences and/or poor academic performance.

EGLS3 – 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 results 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.

Schedule of Assignments

Please Note: This schedule is subject to change as I get to know the pace of the class and the needs of the students.

Week One: 9 – 13 July 2012

Session One – Mon. 9 July

Introduction to the course, the classical trivium, and logical techniques for writing and analyzing essays

Present proof of registration

In-class diagnostic essay

NB: Please be sure to bring your textbooks to class every day beginning 10 July 2012

Session Two – Tues. 10 July

Identifying and describing I (“General to specific” and “specific to general” structures): Reviewing Parts of Speech (MH Chapters 30 & 31)

Introduce and discuss Essay Assignment #1; Read “Plagiarism Lines Blur for Students in Digital Age” [*New York Times* article available via learning website]; Ch. 11, “Personal Essays,” pp. 212-16 in *MH*; *SG* pp. 5 – 15

Session Three – Wed. 11 July

MH Chapters 1, 2, and 3; Discuss the writing process; Overview of writing strategies

NR “On Dumpster Diving,” p. 20; “Once More to the Lake,” p. 93; *SG* pp. 16 – 27; 27 – 31

DUE: In-class Journal #1

Session Four – Thurs. 12 July

Identifying and Describing II: Sensory details, subject-verb agreement and pronoun-antecedent agreement (MH Chapters 34 & 36)

Writing and Revising: Chapters 4 & 5, pp. 55-75; 76-103 in *MH* (Paragraphs, Topic & Thesis Sentences, Unity & Coherence, Transitional Expressions)

NR “Graduation,” p. 34; “On Being a Cripple,” p. 59; *SG* pp. 32 – 45

Session Five – Fri. 13 July

Comparing and Contrasting I: Recognizing and revising run-ons and fragments (MH Chapters 32 & 33)

NR “Rewriting American History,” p. 845; *SG* 46 – 59; 127 – 32

DUE: In-class Journal #2

Week Two: 16 – 20 July 2012

Session Six – Mon. 16 July

Comparing and Contrasting II: Commas and Semi-colons (MH Chapters 51 & 52)

DUE: Legible rough draft of Essay #1 for peer analysis. Bring one copy for each of your three peers. If you do not have the copies of your rough draft, you will not be able to participate and you will receive a zero for your rough draft.

SG pp. 62 – 66; 96 – 98; 134 – 37

Session Seven - Tues. 17 July

Thesis & Antithesis: Coordination & Subordination (MH Chapter 44)

Introduce Critical Analysis Essay Assignment; *MH* pp. 120-37, Chapter 7; *SG* pp. 67 – 70; 74 – 78; 103 – 14

DUE: ESSAY #1. Peer Review, Rough Draft, and Final Draft must be turned in to receive full credit for this assignment; work must be printed in hard copy format and e-mailed to cecilia.bonnor@hccs.edu.

Session Eight – Wed. 18 July

Causality and Consequences I: Mixed Constructions (MH Chapter 40)

NR “The Clan of One-Breasted Women,” p. 666; *SG* pp. 115 – 26

DUE: In-class journal #3

Session Nine – Thurs. 19 July

Causality and Consequences II: Mixed Constructions (MH Chapter 40)

NR “College is a Waste of Time and Money,” p. 467; “This is the End of the World,” p. 779; *SG* 115 – 26

Session Ten – Fri. 20 July

Reviewing Logic: Induction & Deduction: Misplaced and dangling modifiers (MH Chapter 43)

NR “The Declaration of Independence,” p. 876; SG pp. 100 – 02

DUE: In-class journal #4

Week Three: 23 – 27 July 2012

Session Eleven – Mon. 23 July

Induction and Deduction II: Consistency in tense and point-of-view (MH Chapter 41)

NR “Original Draft of the Declaration of Independence,” p. 872; “The Declaration of Independence,” p. 876

DUE: Legible rough draft of Essay #2 for peer analysis. Bring one copy for each of your three peers. If you do not have the copies of your rough draft, you will not be able to participate and you will receive a zero for your rough draft.

Session Twelve – Tues. 24 July

Introduce and discuss Essay Assignment #4; Study Chapter 10, pp. 183-200 in MH

DUE: ESSAY #2. Peer Review, Rough Draft, and Final Draft must be turned in to receive full credit for this assignment; work must be printed in hard copy format and e-mailed to Cecilia.bonnor@hccs.edu.

Introduce and discuss Essay Assignment #4; SG pp. 138 – 40; MH Chapter 10, pp. 183-200

Session Thirteen – Wed. 25 July

Definition: Connotations and Denotations (MH Chapters 47 & 49)

NR “Letter from Birmingham Jail,” p. 892; SG pp. 133 – 34

DUE: In-class journal #5

Session Fourteen – Thurs. 26 July

Classifying, Dividing, and Categorizing: Parallelism (MH Chapter 42)

NR “Between the Sexes, a Great Divide,” p. 241

Introduce and discuss Essay Assignment #5; SG pp. 79 – 92

Session Fifteen – Fri. 27 July

Continue discussing Essay Assignment #5 and SG pp. 79 – 92

Due: Essay #3 In-class Midterm Exam

Week Four: 30 July – 3 August 2012

Session Sixteen – Mon. 30 July

DUE: Legible rough draft of Essay #4 for peer analysis. Bring one copy for each of your three peers. If you do not have the copies of your rough draft, you will not be able to participate and you will receive a zero for your rough draft.

Continue discussing Essay Assignment #5 and Chapters 15 – 17, pp. 250-89 in MH

Session Seventeen – Tues. 31 July

Discuss Chapter 10, pp. 183-200 in MH

DUE: ESSAY #4. Peer Review, Rough Draft, and Final Draft must be turned in to receive full credit for this assignment; work must be printed in hard copy format and e-mailed to Cecilia.bonnor@hccs.edu.

Session Eighteen – Wed. 1 Aug.

Figures of Speech: Analogy & Metaphor (MH Chapters 48 & 49)

NR “Politics and the English Language,” p. 581

MH pp. 289 – 332; 333 – 40

DUE: In-class journal #6

Session Nineteen – Thurs. 2 Aug.

Ethics, Values, & Judgments in Writing: Appropriate language (MH Chapter 48)

NR “Being a Man,” p. 223; “Notes on Punctuation,” p. 553

Discuss MLA Documentation Style, pp. 342-90

DUE: In-class journal #7

Session Twenty – Fri. 3 Aug.

DUE: Legible rough draft of Essay #5 for peer analysis. Bring one copy for each of your three peers. If you do not have the copies of your rough draft, you will not be able to participate and you will receive a zero for your rough draft.

Research Project Due (TBD)

Week Five: 6 – 10 August 2012

Summing Up

Session Twenty One – Mon. 6 Aug.

Class Presentations

Session Twenty Two – Tues. 7 Aug.

Class Presentations (cont'd); English 1301 Study Guide must be returned to instructor; Last Day of Instruction

Wed. 8 Aug. – Final exams – No Class Meeting

Session Twenty Three – Thurs. 9 Aug.

English 1301 CRN #81824 FINAL EXAM at 10 AM

Fri. 10 Aug. – Semester Ends.