

## English 1301—Composition I

CRN 13526 – Fall 2016

Northwest College, Katy Campus – Room 108 | 2:00 – 4:00pm, MW  
3-credit hour lecture course | 16 weeks

**Instructor:** Cindy L. Goodson, MA, MS, CHS

### **Instructor Contact Information:**

Office location/hours: Katy, Faculty Workroom | 1:00 – 2:00 MW (or by appt.)

Office Phone: 713-718-7792

E-mail address: [cindy.goodson@hccs.edu](mailto:cindy.goodson@hccs.edu)

I encourage all my students to see me during my office hours (or make an appointment at a more convenient time) to discuss any problems with or concerns about the course. Don't wait for problems to grow too large; come in sooner rather than later. Office hours are your time. Please feel free to use them.

### **Textbooks**

- *The Little Seagull Handbook* - 978-0-393-93580-6 – HCC Bookstore
- *A Writer's Presence* - 978-1457664465 – HCC Bookstore

### **Additional Materials**

Loose leaf paper for in-class work, and blue books (sold in campus bookstore) for midterm and final essays.

### **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." (H.C.C.S. Catalog)

### **Core Objectives**

Given the rapid evolution of necessary knowledge and skills and the need to take into account global, national, state, and local cultures, the core curriculum must ensure that students will develop the essential knowledge and skills they need to be successful in college, in a career, in their communities, and in life. Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Students enrolled in this core curriculum course will complete a research project or case study designed to cultivate the following core objectives:

- **Critical Thinking Skills**—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information

- **Communication Skills**—to include effective development, interpretation and expression of ideas through written, oral and visual communication
- **Personal Responsibility**—to include the ability to connect choices, actions, and consequences to ethical decision-making
- **Teamwork** (Comp I, Comp II, and TW)—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Social Responsibility** (Lit Only)—to include intercultural competency, knowledge of civic responsibility, and the ability to engage effectively in regional, national, and global communities

Student proficiency in Communication Skills will be assessed as a formal written out-of-class essay, which is at least 3 pages long and which includes an oral presentation component as well as a visual component. Student proficiency in Critical Thinking will be assessed by a formal out-of-class essay assignment. Personal, Social Responsibility, and Teamwork will be assessed as part of long unit or major essay assignment, which will include assigned reading responses, pre-writing activities, multiple drafts, and group activities (such as peer review or group presentations). Student project grades will account for at least 5% of the final course grade.

### **English Program Student Learning Outcomes**

(Composition, Literature, Creative Writing, and Technical Writing)

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

### **English Composition I Student Learning Outcomes**

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.

### **Instructional Methods**

Because all students do not learn in the same way, I employ a number of instructional methods to enable students to become proficient academic writers. These methods include some traditional ones, such as lecture and discussion, and others which depend more on collaboration, such as group work, and on short, non-graded written responses for reflecting and refocusing on class work.

## **Student Assignments**

English 1301 focuses on the development of writing skills. This emphasis requires that students complete a number of essays or compositions out of class and in class for a total of approximately 5,000 words. Three out-of-class essays will be required: narrative, critical analysis, and a short research paper. Two in-class essays will be required: midterm essay and final exam essay. In addition, shorter assignments and exercises may be required, as indicated on the weekly calendar for this course.

## **Assessments**

Graded Essays	75% of final grade
Five (5) essays--3 out-of-class, 2 in-class	
Connect LSA (Learn Smart Achieve) Modules	15% of final grade
Connect Post-Test	10% of final grade

## **Grading Scale**

A=90-100

B=80-89

C=70-79

D=60-69

F=50-59

(See "Grading Profile" handout for criteria for each letter grade.)

## **Submission Format for Written Work**

All out-of-class work will be typed, double-spaced and conform to MLA manuscript format. All in-class work, except midterm and final essays, will be written on loose leaf paper in blue or black ink on one side of page only. The midterm and final exams will be written in blue books in blue or black ink on one side of page only.

I also require that students submit all out-of-class work to turnitin.com.

## **Due Dates**

Due dates of all assignments are indicated on the weekly calendar and will be listed on separate assignment sheets. Assignments will be due at the time indicated in turnitin.com. You may submit an assignment to turnitin.com after the due date, but please see the late penalty statement in the next paragraph.

Late work will be penalized by a reduction of one letter grade (10 points) for each day that it is late. An additional five (5) points will be deducted from the essay if you do not participate in peer review. No paper will be accepted five days after the due date. It will be considered a missed assignment and will get 0 as the grade.

## **Absences/Withdrawal**

HCC students are expected to attend class regularly. According to the HCC policy, you may be withdrawn from this class if you have absences that exceed more than six (6)

hours of class time. Two late days or two early leaves will equal one absence. If you cannot complete the course, be sure to withdraw. New rules are in effect that greatly change how and when that can be done (see next paragraph).

Before withdrawing, please be aware of the possible penalties: 1) loss of your paid tuition; 2) a significant tuition/fee increase if you repeat a course three or more times (see "3-Peat Rule" below); and 3) a limit of no more than six total course withdrawals throughout your academic career in obtaining a baccalaureate degree. There is a cut-off date each semester or term for withdrawals. The date is on the academic calendar.

If you consider withdrawing because you are not receiving passing grades, I encourage you to consult with me before making a final decision. There are many opportunities and services available on campus to assist in your success, or there may be steps you could take that you may not be aware of to set you on a path to success.

**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 formally), it will not be changed to an F because of the visa consideration. Please contact the International Student Office at 713-718-8520, if you have any questions about your visa status and other transfer issues.

Students are responsible for information missed due to tardiness or absence. Exchange phone numbers and/or e-mail addresses with at least two other students in the class. If you are absent or late, find out what you missed before the next class.

### **Repeat Course Fee**

Students who enroll for most CEU classes for three or more times will be charged an additional \$50.00 per semester credit hour.

### **Academic Honesty (Plagiarism and Collusion)**

The Student Handbook defines plagiarism as "the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit." It defines collusion as "the unauthorized collaboration with another person in preparing written work for credit." Both are serious forms of scholastic dishonesty. Possible punishments are "a grade of 0 or F on a particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System" (See *Student Handbook*). Students in my classes who plagiarize or collude in preparation of written work will receive an "F" on the assignment or in the course (for a repeat offense of plagiarism or collusion).

### **HCC Writing Centers**

The Houston Community College Writing Centers provide a student-centered environment where professional tutors support success for all HCC students. The primary goal of the Writing Centers is to offer free, convenient, and personalized assistance to help students improve their writing at any stage of the writing process

required in any courses at CC. Tutors will also assist students with their job application letters, resumes, and scholarship/transfer essays.

Each sessions lasts about thirty minutes. Students should bring their professor's assignment/writing prompt, any printed rough drafts, their textbooks, and (if necessary) a flash drive.

Consult Find-A-Tutor at <http://ctle3.hccs.edu/alltutoring/index.php?-link=stu> for Writing Center location and times.

At HCC Writing Centers, each tutoring session becomes a learning experience.

### **Alief Library**

The Alief Library is located on the second floor. The staff offers assistance in finding and documenting resources, print and electronic.

### **ADA Accommodations**

"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 are authorized to provide only the accommodations requested by the Disability Support Services Office" (Official HCCS statement). If you need ADA accommodations, contact the office Mahnaz Kolaini (NW ADA counselor) or call 713-718-5422. Please give me a copy of your accommodations letter at the beginning of the semester.

### **Restrictions on Use of Recording Devices and Cell Phones**

"Use 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 reasonable accommodations" (Official HCCS statement).

In this class, cell and smart phone use is prohibited, except in two circumstances: 1) to look up the definition of a word, or 2) to look up information about something you do not understand. The word or information must be related to the discussion or reading of the day. You must always get my permission to do so by raising your hand and telling the class what word or information you want to look up. You will share the information or the word's meaning with the rest of the class. Your phone must be face down on your desk and visible at all times. Place book bags and purses on the floor (or over the back of your chair.). If you will be expecting an important call (from your child's school or doctor's office, for example), set your phone on vibrate. Step outside the classroom to take the call.

If you violate this policy (no excuses accepted), I will ask you to leave class and mark you absent for the day. This absence will count against your total number of allowed

absences.

### **Instructor Responsibility**

As your instructor, it is my responsibility to provide the course syllabus and weekly course calendar for this section of English 1301 covering readings, due dates for all essays and additional assignments, information on grading, all policies and procedures as set by HCC, the English Department, or by me; to set and maintain office hours to meet with students outside of class time; and to promote a learning environment that enables each student to be successful in the course to the best of his/her ability.

### **Classroom Behavior and Student Responsibility**

As students, you also have a responsibility to contribute to a positive learning environment for your colleagues. This involves being respectful of the opinions of others, giving each speaker a chance to be heard, being attentive when someone is speaking (not talking when someone else is talking), and not eating or sleeping in class. If eating or sleeping in class, I will ask that you leave and mark you absent. If your behavior makes it difficult for other members of the class to learn and work effectively, I will act to correct the problem.

### **EGLS<sub>3</sub>—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 your 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.