



## **Integrated Reading and Writing** **Houston Community College**

### **INRW 0410 – Integrated Reading & Writing I**

CRN 16229– Semester **SPRING 2017**

3-hour lecture /2-hour lab course / 72 hours per semester/ **16** weeks

Class Time: **11AM-1:00PM Tuesday/Thursday** Location: Westloop Rm. 143G

**Instructor: H. Williams, MA**

**Instructor Contact Information:** [hillard.williams@hccs.edu](mailto:hillard.williams@hccs.edu)

**713-718-2454**

**APLIA Course Key:**

**SEE HANDOUT**

**WRITE EXPERIENCE:**

**Will be given in class**

**Office location and hours:**

**Stafford Learning Hub 2<sup>rd</sup> floor**

**Conference time by appointment (email to make appointment)**

Please feel free to contact me concerning any problems that you are experiencing in this course. You do not need to wait until you have received a poor grade before asking for my assistance. Your performance in my class is very important to me. I am available to hear your concerns and just to discuss course topics. Feel free to come by my office anytime during these hours.

### **Course Description**

This course is a combined 3 hour lecture/ 2 hour lab (1 hour technology lab & 1 hour writing lab), performance-based course designed to develop students' critical reading and academic writing skills. The focus of the course will be on applying critical reading skills for organizing, analyzing, and retaining material and developing written work appropriate to the audience, purpose, situation, and length of the assignment. The course integrates complementary reading and writing assignments with special emphasis given to reasoning and responding to issues arising from class readings. This course is designed to prepare students for college level reading and writing intensive courses including ENGL 1301. Students will learn to write effective, logical paragraphs and essays, utilizing textual support to develop reading comprehension strategies, to analyze, synthesize and make value judgments using critical thinking. Lab required. Students who successfully complete this course will qualify to take INRW 0420.

**Prerequisites**

Students may enter this course who have received both of the following scores or have demonstrated remediation needs in only one area (reading or writing) on the TSIA: WRITE: WS: 3 and/or READ: 342 – 346.

**Course Goal**

The goal of INRW 0410 is to prepare students to perform in INRW 0420 and/or to enter college-level courses such as Freshman Composition, History, Government, Psychology, and other freshman college courses.

**Student Learning Outcomes**

Upon successful completion of this course, students will be able to:

1. Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
2. Comprehend and use vocabulary effectively in oral communication, reading, and writing.
3. Identify and analyze the audience, purpose, and message across a variety of texts.
4. Describe and apply insights gained from reading and writing a variety of texts.
5. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose.
6. Determine and use effective approaches and rhetorical strategies for given reading and writing situations.
7. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.
8. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.
9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.
10. Recognize and apply the conventions of Standard English in reading and writing.

**Instructional Methods**

A variety of instructional methods are used throughout the semester. Examples may include class discussions, lectures, readings, reflections, group projects, research, assessments, video/DVD, internet searches, and presentations.

As an instructor, I want my students to be successful. I feel that it is my responsibility to provide you with knowledge and opportunities for critical thinking and applications as appropriate.

As a student wanting to improve your academic reading ability, it is your responsibility to do the assigned readings, submit assignments on time, participate in discussions and other activities, attend class (face-to-face and online portions), and enjoy this learning experience as you learn how to better your comprehension.

**TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, 20 U.S.C. A§ 1681 ET. SEQ.**

**Title IX of the Education Amendments of 1972 requires that institutions have policies and procedures that protect students' rights with regard to sex/gender discrimination. Information regarding these rights**

**are on the HCC website under Students-Anti-discrimination. Students who are pregnant and require accommodations should contact any of the ADA Counselors for assistance.**

**It is important that every student understands and conforms to respectful behavior while at HCC. Sexual misconduct is not condoned and will be addressed promptly. Know your rights and how to avoid these difficult situations. Log in to: [www.edurisksolutions.org](http://www.edurisksolutions.org) . Sign in using your HCC student e-mail account, then go to the button at the top right that says Login and enter your student number.**

**Discrimination**

**Students should be aware that discrimination and/or other harassment based on race, sex, gender identity and gender expression, national origin, religion, age, disability, sexual orientation, color or veteran status is prohibited by HCC Policy G.1 Discrimination and Harassment and D.1.1 Equal Educational Opportunities.**

**Any student who feels they have been discriminated against or harassed on the basis of race, sex, gender identity, gender expression, national origin, religion, age, disability, sexual orientation, color or veteran status including sexual harassment, has the opportunity to seek informal or formal resolution of the matter. All complaints/concerns should be directed to the Office of Institutional Equity, 713 718-8271 or [oi@hccs.edu](mailto:oi@hccs.edu). Additional information may be obtained online. Visit [http://www.hccs.edu/district/departments/institutional equity/](http://www.hccs.edu/district/departments/institutional%20equity/) Complaints involving sexual misconduct to include but not limited to: sexual assault, stalking, dating violence, sexual harassment or domestic violence should be directed to the HCC Title IX Coordinator, Renée Mack at 713 718-8272 or [renee.mack@hccs.edu](mailto:renee.mack@hccs.edu)**

**Student Assignments:**

Assignments have been developed that will enhance your learning. You will be required to successfully complete the following assignments and actions. **LATE WORK WILL NOT BE ACCEPTED!**

Complete in-class reading & writing assignments and activities

Revise essays

Complete weekly **Aplia Online & Write Experience Activities**

Complete weekly reading assignments

**Student Assessments:**

Knowledge checks will occur in the format of quizzes, essays, projects, online lab exercises, flipped lessons, and exams. **THERE ARE NO MAKE UP ASSESSMENTS!**

**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.

**Instructor Requirements:**

As your Instructor, it is my responsibility to:

- Provide the grading scale and detailed grading formula explaining how student grades are to be derived
- Facilitate an effective learning environment through class activities, discussions, and lectures
- Description of any special projects or assignments
- Inform students of policies such as attendance, withdrawal, tardiness and make up
- Provide the course outline and class calendar which will include a description of any special projects or assignments
- Arrange to meet with individual students before and after class as required

To be successful in this class, it is the student’s responsibility to:

- Attend class and participate in class discussions and activities
- Read and comprehend the textbook
- Complete the required assignments and exams
- Ask for help when there is a question or problem
- Keep copies of all paperwork, including this syllabus, handouts and all assignments

**Program/ Discipline Requirements:**

In this class you will be required to take a pretest and posttest as well as complete any supplemental lab materials.

**HCC Grading Scale**

A = 100 – 90:.....	4 points per semester hour
B = 89 – 80: .....	3 points per semester hour
C = 79 – 70: .....	2 points per semester hour
69 and below = F or IP.....	0 points per semester hour
IP (In Progress) .....	0 points per semester hour
W(Withdrawn).....	0 points per semester hour

IP (In Progress) is given only in certain developmental courses. The student must re-enroll to receive credit. COM (Completed) is given in non-credit and continuing education courses. To compute grade point average (GPA), divide the total grade points by the total number of semester hours attempted. The grades “IP,” “COM” and “I” do not affect GPA.

**Grading Criteria**

Your instructor will conduct quizzes, exams, and assessments that you can use to determine how successful you are at achieving the course learning outcomes (mastery of course content and skills) outlined in the syllabus. If you find you are not mastering the material and skills, you are encouraged to reflect on how you study and prepare for each class. Your instructor welcomes a dialogue on what you discover and may be able to assist you in finding resources on campus that will improve your performance.

### Grading Percentages

Selected In Class/Homework Assign.	10%
Aplia Online Lab Work	25% (must be completed for course grade completion)
Essays (3)	30% (each essay must be submitted for course grade completion)
Assessments	15%
Final Exam	20%
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Total	100%

Aplia Lab & 3-essay note:

**You must complete all of the assigned sections in Aplia, and all three required essays to receive course credit, failure to do so, may result in students being dropped from this course.**

**\*\*All essays must be submitted on due dates, if not students may be dropped from course**

### Instructional Materials

Fusion Integrated Reading and Writing Book 1 2<sup>nd</sup> edition by Kemper, Meyer, Van Rys and Sebranek

3-Ring Notebook/dividers

Merriam-Webster Collegiate pocket dictionary

Blue/Black Ink Pens-Pencils

1-pack of scantrons (bookstore)



### HCC Policy Statements

Access Student Services Policies on their website:

<http://hccs.edu/student-rights>

Access Distance Education Policies on their website:

<http://de.hccs.edu/de/de-student-handbook>

Access CE Policies on their Website:

<http://www.hccs.edu/CE-student-guidelines>

**Useful Web Resources:**

- **Information:** [www.hccs.edu](http://www.hccs.edu) ; <http://learning.hccs.edu>
- **Tutoring & Support:** <https://hccs.upswing.io/>
- **Purdue OWL:** <http://owl.english.purdue.edu/owl/resource/747/01/>
- [www.Turnitin.com](http://www.Turnitin.com)

**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 the 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 a test, plagiarism, and collusion.

**Cheating on a test includes:**

- Copying from another student's test paper;
- Using materials not authorized by the person giving the test;
- Collaborating with another student during a test without authorization;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
- 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. 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 the time to meet with the instructor to discuss why you feel it is necessary to do so. The instructor may be able to provide you with suggestions that would enable you to complete the course. Your success is very important. Beginning in fall 2007, the Texas Legislature passed a law limiting first time entering freshmen to no more than SIX total course withdrawals throughout their educational career in obtaining a certificate and/or degree.

To help students avoid having to drop/withdraw from any class, HCC has instituted an **Early Alert** process by which your professor may “alert” you and HCC counselors that you might fail a class because of excessive absences and/or poor academic performance. It is your responsibility to visit with your professor or a counselor to learn about what, if any, HCC interventions might be available to assist you – online tutoring, child care, financial aid, job placement, etc. – to stay in class and improve your academic performance.

If you plan on withdrawing from your class, you **MUST** contact a HCC counselor or your professor prior to withdrawing (dropping) the class for approval and this must be done **PRIOR** to the withdrawal deadline to receive a “W” on your transcript. **\*\*Final withdrawal deadlines vary each semester and/or depending on class length, please visit the online registration calendars, HCC schedule of classes and catalog, any HCC Registration Office, or any HCC counselor to determine class withdrawal deadlines. Remember to allow a 24-hour response time when communicating via email and/or telephone with a professor and/or counselor. Do not submit a request to discuss withdrawal options less than a day before the deadline. 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 to repeat failed classes. 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 instructor/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.

#### **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.

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. Cell phones should be turned off in the classroom; it is a distraction in the learning environment for both the student and instructor!

#### **HCC Policy Statement – ADA:**

##### **Disability Support Services**

Houston Community College is dedicated to providing an inclusive learning environment by removing barriers and opening access for qualified students with documented disabilities in compliance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Ability Services is the designated office

responsible for approving and coordinating reasonable accommodations and services in order to assist students with disabilities in reaching their full academic potential. In order to receive reasonable accommodations or evacuation assistance in an emergency, the student must be registered with Ability Services. If you have a documented disability (e.g. learning, hearing, vision, physical, mental health, or a chronic health condition), that may require accommodations, please contact the appropriate Ability Services Office. Please note that classroom accommodations cannot be provided prior to your Instructor's receipt of an accommodation letter and accommodations are not retroactive. Accommodations can be requested at any time during the semester, however, if an accommodation letter is provided to the Instructor after the first day of class, sufficient time (1 week) must be allotted for the Instructor to implement the accommodations.

<http://www.hccs.edu/district/students/disability-services/> .

Central College      Northwest College      Coleman College

713-718-6164      713-718-5667      713-718-7376  
713-718-5408

Northeast College      Southeast College      Southwest College

713-718-8322      713-718-7053      713-718-7909

Adaptive Equipment/Assistive Technology Interpreting and CART Services

713-718-6629 or 713-718-5604      713-718-6333



**The Integrated Reading and Writing Program Statement**

*The Integrated Reading and Writing Program at Houston Community College provides opportunities for students to refresh and advance their reading and writing skills in order to maximize their ability to perform in college-level courses. The program offers courses for both native and non-native students who demonstrate a need to develop the critical reading and writing skills that will be required throughout their college careers and beyond by the TSI assessment. These courses focus on key reading and writing skills with an emphasis on reading comprehension, composition, and critical reading and analysis of a variety of texts.*

**ACKNOWLEDGEMENT OF THE SYLLABUS  
INTEGRATED READING & WRITING-INRW 0410 CRN-16229  
Spring 2017**

**I have received a syllabus for this course INRW 0410 CRN 16229. I understand that I am responsible for reading the syllabus, asking my instructor to clarify any information on the syllabus that I do not understand. I also understand that the syllabus and calendar of assignments /tests may change, and that I will be informed of any changes.**

\_\_\_\_\_  
*Students Printed Name with Signature*

\_\_\_\_\_  
*Date*

**H. Williams, Instructor**