

**Intensive English Program ESL/Intensive English Department**

https://[www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/intensive-](http://www.hccs.edu/programs/areas-of-study/liberal-arts-humanities--education/intensive-) english-esl/

**ESOL 0356: Advanced Conversation for Foreign Speakers**

**| Lecture | #10590**

Fall 2019 | 16 Weeks (8.26.2019-12.15.2019)

In-Person | SJAC 140/109 | MW 10:30 am- 12:50 pm 3 Hours Lecture/2 Hours Lab | 48 hours per semester

**Instructor Contact Information**

|  |  |  |
| --- | --- | --- |
| Instructor: Jeffrey Kamm | Office Phone: | 713-718-6692 |
| Office: SJAC 119 | Office Hours: | MW 2:00-3:00 pm |
| HCC Email: jeffrey.kamm@hccs.edu | Office Location: | Central Campus SJAC 119 |

Please feel free to contact me concerning any problems that you are experiencing in this course. Your performance in my class is very important to me. I am available to hear the concerns and just to discuss course topics.

**Instructor’s Preferred Method of Contact**

**Please contact me either through email at** **jeffrey.kamm@hccs.edu** **or in Campus Inbox. I will answer all emails sent M-F within 24 hours; emails send on weekends will be answered Monday morning.**

**What’s Exciting About This Course**

This course is designed to encourage students to improve aural comprehension of academic lectures, note-taking skills, and enhance verbal communication of complex ideas.

**My Personal Welcome**

 I am pleased that you have decided to take this course with me. I hope we will have a productive and enjoyable time together. My goal in this course is for you to improve your listgening, pronunciation, note-taking, and presentation skills.

Click or tap here to enter text.

**Prerequisites and/or Co-Requisites**

A passing grade in ESOL 0349 or, for incoming students, placement exam cut-offs

**Canvas Learning Management System**

This section of ESOL 0356 will use Canvas ([https://eagleonline.hccs.edu](https://eagleonline.hccs.edu/)) to supplement in- class assignments, exams, and activities. All of your grades and any announcements pertaining to the class will be on Canvas. You can access Canvas at any time from any electronic device to see your grades and any class announcements.

HCCS Open Lab locations may be used to access the Internet and Canvas. **USE** [**FIREFOX**](https://www.mozilla.org/en-US/firefox/new/) **OR** [**CHROME**](https://www.google.com/chrome/browser/desktop/index.html) **AS THE INTERNET BROWSER**.

**Scoring Rubrics, Sample Assignments, etc.**

Look in Canvas for the scoring rubrics for assignments, samples of class assignments, and other information to assist you in the course. <https://eagleonline.hccs.edu/login/ldap>

**Instructional Materials**

## **Textbook Information**



 The textbook listed below is ***required*** for this course.

***"Pathways 4 Listening, Speaking, and Critical Thinking"*** (2nd edition) by Paul MacIntyre (National Geographic). ISBN-13: 978-1337407748

The book is included in a package that contains the text as well as an access code and are found at the [HCC Bookstore](https://hccs.bncollege.com/webapp/wcs/stores/servlet/BNCBHomePage?storeId=19561&catalogId=10001&langId=-1). Order your book here: [HCC Bookstore](https://hccs.bncollege.com/webapp/wcs/stores/servlet/BNCBHomePage?storeId=19561&catalogId=10001&langId=-1)

**Other Instructional Resources**

**Tutoring**

HCC provides free, confidential, and convenient academic support, including writing critiques, to HCC students in an online environment and on campus. Tutoring is provided by HCC personnel in order to ensure that it is contextual and appropriate. Visit the [HCC Tutoring](http://www.hccs.edu/resources-for/current-students/tutoring/) [Services](http://www.hccs.edu/resources-for/current-students/tutoring/) website for services provided.

**Libraries**

The HCC Library System consists of 9 libraries and 6 Electronic Resource Centers (ERCs) that are inviting places to study and collaborate on projects. Librarians are available both at the libraries and online to show you how to locate and use the resources you need. The libraries maintain a large selection of electronic resources as well as collections of books, magazines, newspapers, and audiovisual materials. The portal to all libraries’ resources and services is the HCCS library web page at [http://library.hccs.edu](http://library.hccs.edu/).

**Supplementary Instruction**

Supplemental Instruction is an academic enrichment and support program that uses peer- assisted study sessions to improve student retention and success in historically difficult courses. Peer Support is provided by students who have already succeeded in completion of the specified course, and who earned a grade of A or B. Find details at <http://www.hccs.edu/resources-for/current-students/supplemental-instruction/>.

**Course Overview**

A continuation of ESOL 0349, this course is designed to encourage students to improve aural comprehension of academic lectures, note-taking skills, and enhance verbal communication of complex ideas.

**Core Curriculum Objectives (CCOs)**

Upon completion of ESOL 0356, Advanced Conversation, the student should be able to:

1. Analyze and interpret a variety of listening texts, identify main ideas, details, and conclusions.
2. Identify main idea and key points of an academic lecture and be able to use lecture notes in collaboration with classmates to orally review and summarize lectures.
3. Express ideas fluently, accurately, and appropriately in spoken American English, as required in first-year college courses, certification programs, or workforce settings.
4. Be able to interpret speakers’ tone, attitude, and stress.
5. Successfully prepare and deliver oral presentations using visual aids and that attends to the influence of posture, eye contact, volume and speed of speech, word stress, with strong grasp of pronunciation rules and norms.

**Program Student Learning Outcomes (PSLOs)**

After completing the Intensive English program, the student will:

1. Produce an oral presentation exhibiting level-appropriate pronunciation and fluency
2. Demonstrate comprehension of a level-appropriate listening passage.
3. Transform simple sentences into complex ones using a variety of grammatical structures appropriate to the level
4. Compose a composition that is appropriate to the level in terms of fluency, organization, and grammatical accuracy;
5. Read and summarize a level-appropriate text.

**Course Student Learning Outcomes (CSLOs)**

After completing ESOL 0356, Advanced Conversation students should be able to:

1. Produce spoken discourse which is accurate enough to be comprehended with effort by those unaccustomed to interacting with non-native English speakers.

2. Demonstrate ease in participating in paired, small group, and large group discussions on a variety of topics.

3. Make three to four presentations involving a variety of visual resources on researched topics commonly found in academic or workforce settings.

4. Demonstrate the ability to take notes of key points of a spoken lecture.

5. Summarize a written or oral text on an academic topic

**Learning Objectives**

Students will:

* 1. Produce spoken discourse with few errors in pronouncing the English sounds;

1.2 Produce sentences with accurate stress and intonation patterns.

2.1 Discuss a variety of academic or workforce topics in pairs, small groups, and large groups, including in response to recorded academic lectures;

2.2 Participate in classroom panel discussions or debates regarding academic topics.

3.1 Select a topic of interest to the student and the class and research the topic from different sources;

3.2 Organize a presentation of 5-7 minutes on that topic;

3.3 Combine a variety of audio and visual resources to supplement the presentation;

* 1. Deliver the presentation to the class, and answer questions that may arise.

4.1 Outline the content of an academic presentation or lecture.

4.2 Utilize notes to participate in discussions or complete a variety of tasks relevant to academic or workplace contexts.

5.1 Explain the main ideas and important details of written or oral texts, using notes taken as the source of information.

**Student Success**

Expect to spend at least twice as many hours per week outside of class as you do in class studying the course content. Additional time will be required for written assignments. The assignments provided will help you use your study hours wisely. Successful completion of this course requires a combination of the following:

* Reading the textbook
* Attending class in person and/or online
* Completing assignments
* Participating in class activities

There is no short cut for success in this course; it requires reading (and probably re-reading) and studying the material using the course objectives as a guide.

**Instructor and Student Responsibilities**

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 learner-centered instructional techniques
* Provide a description of any special projects or assignments
* Inform students of policies such as attendance, withdrawal, tardiness, and making up assignments
* Provide the course outline and class calendar that will include a description of any special projects or assignments
* Arrange to meet with individual students before and after class as required

As a student, it is your responsibility to**:**

* Attend class in person and/or online
* Participate actively by reviewing course material, interacting with classmates, and responding promptly in your communication with me
* 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
* Attain a raw score of at least 50% on the departmental final exam

Be aware of and comply with academic honesty policies in the HCCS Student Handbook

**Assignments, Exams, and Activities**

**Oral Presentations**

**There will be 3 or 4 oral presentations in this class. One of the presentations will be a group presentation; the others will be individual presentations. The presentation rubric for these presentations will be posted as a link on the Canvas homepage for this course.**

**In-Class Activities**

**There will be a variety of clas activities in this class including but not limited to listening activites from the book, note taking quizzes, unit quizzes, class discussions, and short videos.**

**Final Exam**

**All students are required to take a final exam which will consist of a paired speaking assessment. The grading criteria for this assessment will posted as a link on the Canvas homepage.**

Students who are absent from the final exam without discussing their absence with the instructor in advance or within 24 hours afterward will receive a course grade of Incomplete. Any student who does not take a makeup exam by the end of the following long semester will receive a final exam grade of zero and a course grade of F.

**Grading Formula**

**Please check your Canvas page for a breakdown of the grading formula for this class.**

|  |  |
| --- | --- |
| **Grade** | **Total Points** |
| A | 90+ |
| B | 80-89 |
| C | 70-79 |
| F/IP | <69 |

Oral Presentations 40%

Unit Quizzes 20%

Participation/Assignments 20%

Final Exam 20%

Total 100%

**Incomplete Policy:**

**Incompletes are rarelyh given and permission must be obtained from Kevin Clement, Chair of the ESOL department.**

**HCC Grading Scale can be found on this site under Academic Information:** [**http://www.hccs.edu/resources-for/current-students/student-handbook/**](http://www.hccs.edu/resources-for/current-students/student-handbook/)

 **Course Calendar**

|  |  |  |
| --- | --- | --- |
| **Week** | **Dates** | **Topic / Assignments Due** |
| 1 | 8/26 & 8/28 | Introduction to the Course. Personal Interviews/Classmate Introduction. Unit 1: Urban Challenges |
| 2 | 9/4 | Unit 1: Urban Challenges; Information for Presentation 1 |
| 3 | 9/9 & 9/11 | Unit 1 Quiz; Note-taking Quiz 1; Unit 2: Protecting the Wild |
| 4 | 9/16 & 9/18 | Unit 2 Protecting the Wild. Presentation 1 |
| 5 | 923 & 9/25 | Unit 2 Quiz. Unit 3: Beauty and Appearance |
| 6 | 9/30 & 10/1 | Unit 3: Beauty and Apprearance. Note taking Quiz 2 |
| 7 | 10/7 & 10/9 | Information about Presentation 2. Unit 3 Quiz. Unit 4 Going Global |
| 8 | 10/14 & 10/16 | Unit 4: Going Global. Unit 5: Migration |
| 9 | 10/21 & 10/23 | Unit 4 Quiz; Presentaion 2. Unit 5 Migration |
| 10 | 10/28 & 10/30 | Unjit 5 Quiz. Unit 6: Tradition and Progress Note taking Quiz 3 |
| 11 | 11/4 & 11/6 | Introduction to Presentation 3. Unit 6 Tradition and Progress |
| 12 | 11/11 & 11/13 | Unit 6 Quiz; Unit 7 Money in our Lives  |
| 13 | 11/18 & 11/20 | Unit 7 Money in Our Lives. Unit 7 Quiz; Note Taking Quiz 4 |
| 14 | 11/26 | Presentation #3 |
| 15 | 12/2 & 12/4 | Unjit 8 Health and Techniology  |
| 16 | 12/12 | Final Exam |

**Important Dates and Holidays (Fall 2019)**

Classes begin August 26

Labor Day September 2

Official Day of Record September 9

Last Day for Refund (25%) September 17

Last Day for Administrative/Student Withdrawals November 1

Thanksgiving Day Holiday November 28-29

Last day of Instruction December 8

Semester ends December 15

**Syllabus Modifications**

The instructor reserves the right to modify the syllabus at any time during the semester and will promptly notify students in writing, typically by e-mail, of any such changes.

**Instructor’s Practices and Procedures**

**Missed Assignments**

**If you miss a quiz or presentation assignment, you will have to make it up the day you return to class. Any assignmetns that are not made up will receive a grade of 0.**

**Academic Integrity**

**HCC takes academic dishonesty very seriously. Cheating, plagiarism, or collusion on an exam or writing assignment will result in you receiving a 0 for that assignemtn. Repeated violations will result in your failing the class. Students who repeatedly violate the acadmic dishonesty code will be reported to the Dean of Student Services.**

Here’s the link to the HCC information about academic integrity (Scholastic Dishonesty and Violation of Academic Scholastic Dishonesty and Grievance):

[http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-](http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/) [procedures/](http://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-procedures/)

 **Attendance Procedures**

**Students who fail to appear in class by the Day of Record will be automatically withdrawn from the class. HCC policy states that if you miss more than 12/5% of class time (about 10 hours), you may be withdrawn from the class. Before I drop you from the class, I will do an Early Alert on you, and an adviser will contact you regarding your absences. If you stop attending class after the last date to withdraw, you will receive an FX in the class. Please refer to the student handbook for an explanation of this grade and its consequences.**

**Student Conduct**

**HCC classes are comprised of students from different social, ethnic, economic, racial, and cultural backgrounds. In addition, there are students of different genders and sexual orientations in the classes. While you don’t have to agree with each others’ opinions, yhou do have to repect them. Violence, abuse, offensive language, and threats will not be tolerated. If you do any of these actions, you will be asked to leave the class. If you refuse to do so, HCC security will be called to escort you out of the classroom. Repeated violations will result in referral to the Dean of Student Services.**

**Instructor’s Course-Specific Information (As Needed)**

**Having a textbook is essential for success in this class. I will give you one week to get your book. After that, I will do Early Alerts on you, and an adviser will be notified. While having a book is not a guarantee of success in this class, not having a book is a guarantee of failure.**

**Electronic Devices**

**You may bring your laptops and tablets to class to take notes. Please restrict yhour use of cell phones. Keep cell phones turend off or on vibrate when in class so as to not disturb the other students.**

**HCC Policies**

Here’s the link to the HCC Student Handbook [http://www.hccs.edu/resources-for/current-](http://www.hccs.edu/resources-for/current-students/student-handbook/) [students/student-handbook/](http://www.hccs.edu/resources-for/current-students/student-handbook/) In it you will find information about the following:

* Academic Information
* Academic Support
* Attendance, Repeating Courses, and Withdrawal
* Career Planning and Job Search
* Childcare
* disAbility Support Services
* Electronic Devices
* Equal Educational Opportunity
* Financial Aid TV (FATV)
* General Student Complaints
* Grade of FX
* Incomplete Grades
* International Student Services
* Health Awareness
* Libraries/Bookstore
* Police Services & Campus Safety
* Student Life at HCC
* Student Rights and Responsibilities
* Student Services
* Testing
* Transfer Planning
* Veteran Services

**EGLS3**

The EGLS3 ([Evaluation for Greater Learning Student Survey System](http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/)) will be available for most courses near the end of the term until finals start. This brief survey will give invaluable information to your faculty about their teaching. Results are anonymous and will be available to faculty and division chairs after the end of the term. EGLS3 surveys are only available for the Fall and Spring semesters. EGLS3 surveys are not offered during the Summer semester due to logistical constraints.

<http://www.hccs.edu/resources-for/current-students/egls3-evaluate-your-professors/>

**Campus Carry Link** Here’s the link to the HCC information about Campus Carry: <http://www.hccs.edu/departments/police/campus-carry/>

**HCC Email Policy**

When communicating via email, HCC requires students to communicate only through the HCC email system to protect your privacy. If you have not activated your HCC student email account, you can go [to HCC Eagle ID](http://www.hccs.edu/resources-for/current-students/student-e-maileagle-id/) and activate it now. You may also use Canvas Inbox to communicate.

**Housing and Food Assistance for Students**

Any student who faces challenges securing their foods or housing and believes this may affect their performance in the course is urged to contact the Dean of Students at their college for support. Furthermore, please notify the professor if you are comfortable in doing so.

This will enable HCC to provide any resources that HCC may possess.

**Office of Institutional Equity**

Use the link below to access the HCC Office of Institutional Equity, Inclusion, and Engagement (<http://www.hccs.edu/departments/institutional-equity/>)

**disAbility Services**

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including long and short term conditions, mental health, chronic or temporary medical conditions), please meet with a campus Abilities Counselor as soon as possible in order to establish reasonable accommodations. Reasonable accommodations are established through an interactive process between you, your instructor(s) and Ability Services. It is the policy and practice of HCC to create inclusive and accessible learning environments consistent with federal and state law. For more information, please go to [http://www.hccs.edu/support-](http://www.hccs.edu/support-services/disability-services/) [services/disability-services/](http://www.hccs.edu/support-services/disability-services/)

**Title IX**

Houston Community College is committed to cultivating an environment free from inappropriate conduct of a sexual or gender-based nature including sex discrimination, sexual assault, sexual harassment, and sexual violence. Sex discrimination includes all forms of sexual and gender-based misconduct and violates an individual’s fundamental rights and personal dignity. Title IX prohibits discrimination on the basis of sex-including pregnancy and

parental status in educational programs and activities. If you require an accommodation due to pregnancy please contact an Abilities Services Counselor. The Director of EEO/Compliance is designated as the Title IX Coordinator and Section 504 Coordinator. All inquiries concerning HCC policies, compliance with applicable laws, statutes, and regulations (such as Title VI, Title IX, and Section 504), and complaints may be directed to:

David Cross

Director EEO/Compliance

Office of Institutional Equity & Diversity 3100 Main

(713) 718-8271

Houston, TX 77266-7517 or Institutional.Equity@hccs.edu <http://www.hccs.edu/departments/institutional-equity/title-ix-know-your-rights/>

**Office of the Dean of Students**

Contact the office of the Dean of Students to seek assistance in determining the correct complaint procedure to follow or to identify the appropriate academic dean or supervisor for informal resolution of complaints.

[https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-](https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/) [complaints/speak-with-the-dean-of-students/](https://www.hccs.edu/about-hcc/procedures/student-rights-policies--procedures/student-complaints/speak-with-the-dean-of-students/)

**Department Chair Contact Information**

Kevin Clement, kevin.clement@hccs.edu, 713.718.7201