



**Intensive English Program  
Houston Community College**

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**ESOL 0356 – Advanced Conversation**

CRN (37197) – Fall 2017

Angela Morales – Room 313.1 | 9:00 – 11:20 | Mon/Wed

LAB -- Wed 10:00PM - 11:20PM Angela Morales

3 hours lecture / 2 hours lab / 80 hours per semester/16 weeks

**Class Dates:** 08/28/2017 – 12/17/2017

**Instructor:** Lucy Castillo

**Instructor Contact Information: e-mail:** lucy.castillo@hccs.edu

Learning Website <http://learning.hccs.edu/faculty/lucy.castillo>

**Office Location and Hours** Felix Morales 124

**Prerequisites**

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

**Course Description**

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

**Course Statement of Purpose**

This course seeks to prepare students for college classes and general speaking assignments by accomplishing the following objectives:

- Students are able to make inferences regarding complex ideas.
- Students continue to refine their oral production skills.
- Students continue to refine note-taking skills, and are able to use their notes to summarize in both oral and written form.
- Students are able to function in everyday academic interactions.

**Student Learning Outcomes**

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

1. Demonstrate comprehension of a spoken passage at the level of a *high-school* speaker on topics ranging from social to workforce to academic.
2. Demonstrate facility comprehending and using level-appropriate vocabulary.
3. Produce comprehensible speech which is accurate enough to be comprehended with effort by those unaccustomed to interacting with non-native English speakers.
4. Make a presentation on a researched topic.

5. Identify key points of a spoken lecture appropriate to native-speaking *high-school* students, using notes taken.

**Learning Objectives leading to the Course Outcomes above**

Students will:

- 1.1 Produce spoken discourse with few errors in pronouncing the English sounds;
- 1.2 Produce sentences with accurate stress and intonation patterns.
  
- 2.1 Participate in small-group discussions on topics related 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;
- 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;
- 3.4 Deliver the presentation to the class, and answer questions that may arise.
  
- 4.1 Outline the content of an academic presentation or reading passage;
- 4.2 Discuss the main ideas and details of the passage with students in a small group
- 4.3 Produce a summary of the main ideas and the major details of the passage or text.

**COURSE CALENDAR**                      **Fall 2017**

**ESOL 0356- Advanced Conversation for Foreign Students**

<b>Week 1</b> 8/22 & 8/24	Introduction to course. Personal Interviews/Classmate Introduction <b>Unit 1–Urban Challenges Lesson A</b>
<b>Week 2</b> 8/29 & 8/31	<b>Unit 1–Urban Challenges Lesson B</b> Information for Presentation 1( <b>at least one presentation must be in PowerPoint )</b> <b>Notetaking Quiz #1(Pantera 1)</b>
<b>Week 3</b> 9/7	<b>Presentation 1</b> Information about Presentation 2 <b>Listening and Vocabulary (from Unit 1) Quiz #1</b>
<b>Week 4</b> 9/12 & 9/14	<b>Unit 2–Protecting Our Planet Lesson A</b>
<b>Week 5</b> 9/19 & 9/21	<b>Unit 2–Protecting Our Planet Lesson B</b> <b>Listening and Vocabulary (from Unit 2) Quiz #2</b> <b>Notetaking Quiz #2 (Pantera 2)</b>
<b>Week 6</b> 9/26 & 9/28	<b>Unit 4–Energy Issues Lesson A</b>
<b>Week 7</b> 10/3 & 10/5	<b>Unit 4–Protecting Our Planet Lesson B</b> <b>Listening and Vocabulary (from Unit 4) Quiz #3;</b>
<b>Week 8</b> 10/10 &	<b>Presentation 2</b> Information about Presentation 3

10/12	
<b>Week 9</b> 10/17 & 10/19	<b>Unit 6</b> —radition and Progress Lesson A <b>Notetaking Quiz #3 (Pantera 3)</b>
<b>Week 10</b> 10/24 & 10/26	<b>Unit 6</b> —Tradition and Progress Lesson B <b>Listening and Vocabulary (from Unit 6) Quiz #4</b>
<b>Week 11</b> 10/31 & 11/2	<b>Unit 7</b> —Money in Our Lives Lesson A <b>Unit 7</b> —Money in Our Lives Lesson B <b>Listening and Vocabulary (from Unit 7) Quiz #5</b>
<b>Week 12</b> 11/7 & 11/9	<b>Presentation 3</b> <b>Information about the Final</b> <b>Notetaking Quiz #4 (Pantera 4)</b>
<b>Week 13</b> 11/14 & 11/16	<b>Unit 8</b> —Health and Fitness Lesson A
<b>Week 14</b> 11/21 & 11/23	<b>Unit 8</b> — Health and Fitness Lesson B <b>Listening and Vocabulary (from Units 8) Quiz #6</b>
<b>Week 15</b> 11/28 & 11/30	<b>Unit 10</b> - Food Concerns Lessons A & B (or Unit 9-students' choice) <b>Notetaking Quiz #5 (Pantera 5)</b>
<b>Week 16</b>	<b>FINAL EXAM</b>

### **Instructional Methods**

Lectures and note-taking  
 Listening and summarizing  
 Discussions (pairs, small groups, whole class)  
 Presentations  
 Problem solving and reporting  
 Pronunciation practice  
 Vocabulary building

### **Student Assignments**

Taking notes from lectures  
 Giving presentations  
 Discussing  
 Problem solving and reporting  
 Summarizing recorded material  
 Recording for pronunciation and fluency

### **Assessments**

Oral presentations  
 Listening tests and quizzes  
 Notes taken from lectures  
 Oral summaries of recorded material

## **Instructional Materials**

*Pathways 4* Listening, Speaking & Critical Thinking, 1<sup>st</sup> edition, Cengage/National Geographic

### **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.

### **HCC Policy Statement: Academic Dishonesty**

Any form of copying, cheating, or plagiarism will result in a grade of 0 for the assignment. The instructor will decide whether to permit you to make up the work, and under what circumstances it might be made up. If you are charged with academic dishonesty, pleading ignorance of the rules will not help you. Penalties and/or disciplinary proceedings may be initiated by HCC officials against a student who is 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 students' 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 HCCS Student Handbook for further information.

### **HCC Policy Statement: Attendance**

According to the HCC Student Handbook, you may be dropped from a course after accumulating absences in excess of 12.5 percent of the total hours of instruction (lecture and lab). For Intensive English if you exceed a total of 10 hours (12.5%) of absence in any class, including labs, you can be dropped from **all** Intensive English classes. This will make F1 students out of status and cause visa problems. Please email me if you are absent and talk to me on your return to find out the work that you missed.

### **Tardiness and in-class time absence**

Classes and tests begin on time. Lateness of ten minutes or more counts as class or lab absence. Three tardies (lateness) = 1 absence. Lateness after break times, leaving early

or disappearing during class or lab are also counted as absences. Texting, using social networking sites, or other improper use of technology during class time or lab time are also counted towards your absences (1 warning = 1 tardy).

Class attendance leads to class success.

### **HCC Withdrawal Deadline**

To drop a class, you must speak with a counselor or an advisor. The last day students may withdraw or be dropped from a class with a grade of W is Thursday November 3<sup>rd</sup> before 4:30 p.m. Students who have excessive absences after that date will receive the grades they earn. *Note: International students will be out of status if they drop or are dropped from their classes and may have to return to their countries. Speak with a counselor or an advisor before dropping classes to make sure you understand the procedures.*

### **HCC Policy on Students Repeating a Course for the Third Time**

#### **Repeating students:**

Grades of IP or F are failing grades; the student will have to repeat the course. A student who fails a class for the second time must receive a grade of F for that class. Students who repeat a course for three or more times will have to pay a higher tuition fee at HCC and other Texas public colleges and universities. *If you are having trouble in class, talk to your teacher and get help from a tutor. Get other assistance from a counselor before withdrawing or for advice if your grades are not passing. Students should get help so that they will not fail.*

### **HCC Policy Statement: ADA**

HCC strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (including 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/district/students/disability-services/>

### **Campus Carry:**

“At HCC the safety of our students, staff, and faculty is our first priority. As of August 1, 2017, Houston Community College is subject to the Campus Carry Law (SB11 2015). For more information, visit the HCC Campus Carry web page at <http://www.hccs.edu/district/departments/police/campus-carry/>.”

### **HCC Policy Statement: Sexual Misconduct**

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](mailto:Institutional.Equity@hccs.edu)

### **HCC Policy on Pregnancy**

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 understand and conform 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 into [www.edurisksolutions.org](http://www.edurisksolutions.org). Sign in using your HCC student email account, then go to the button at the top right that says Login and enter your student number.

### **CLASSROOM BEHAVIOR**

Treat your classmates and teacher with respect. Use English. Make the most of your class time by actively participating in discussions and activities. Turn off your cell phone during class. If you are expecting an emergency call, ask your instructor's permission to leave your cell phone on vibrate.

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

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.

#### **Misuse of Electronic Devices in the Classroom**

The use of electronic devices by students in the classroom is up to the discretion of the instructor. Any use of such devices for purposes other than student learning is strictly prohibited. If an instructor **perceives** such use as disruptive and/or inappropriate, the instructor has the right to terminate such use. If the behavior continues, the student may be subject to disciplinary action to include removal from the classroom or referral to the Dean of Student Services. **(Please see the Attendance Policy for this class.)**

**Disruptive Behavior:** Students who conduct themselves in a manner that significantly interferes with college teaching, research, administration, disciplinary procedures or other authorized college activities (including its public service functions) on the college

premises will be subject to disciplinary action. Any student who behaves in this way may be required by the instructor to leave the classroom and be counted absent for the rest of that class period.

**Missed tests or quizzes:** Please do not be absent on testing days. Missed examinations can be made up only if you can provide what your instructor considers an acceptable reason for having a second chance.

**Late homework:** If homework is one day late without a reason that is acceptable to your instructor, the grade will go down 15 points. Two days late = 30 points down. Late homework will not be accepted after the second day. If you miss classwork, you cannot receive full credit for making it up.

## **INSTRUCTOR'S REQUIREMENTS**

*The teacher needs to:*

- Create a rich environment for learning and student interaction.
- Give students extra learning resources in class and in lab on topics connected to the course
- Make classes, projects, tests, assignments, policies, dates, and regulations clear.
- Tell students about important HCC policies such as attendance and academic honesty (no cheating).
- Make arrangements to be available to students when they need help or have questions.
- Give help when needed
- Provide grading scales and assessment.
- Make a class calendar available.

*To succeed in college the students need to:*

- Work hard, attend all classes, and be on time. Good attendance + hard work = SUCCESS
- If you are absent for all or part of a class, you are responsible for contacting the instructor as soon as possible to find out what you missed and to find out if the work can be made up.
- Pay attention, listen carefully and ask questions. Listen and be respectful to other students' contributions.
- Create a good learning environment. *Turn off cell phones or use vibrate mode for emergencies.* No Texting in class.
- Concentrate. Use English only in class time and sit next to someone who doesn't speak your language.
- Eat well for energy. The brain needs good food. Eat breakfast at home and lunch in break times.
- Do homework. The brain learns by seeing new words and ideas many times in different ways.
- Do your own work and learn. Copying from the Internet and other sources is not learning.

Have fun with English. Read, write, listen and speak English in daily life through TV, neighbors, students and coworkers, and volunteering in the community. Use technology for learning online in English learning sites.

## **PROGRAM AND ESOL DISCIPLINE REQUIREMENTS**

Students in ESOL 0356 will:

- Give a minimum of four graded oral presentations, at least one of which should be a group project
- Complete a minimum of three listening tests using notes taken from recorded or guest lectures
- Take a final examination

**HCC Grading Scale**

90-100% =A    80 – 89% = B    70 – 79% = C    Below 70% = IP or F (not passing)

**ESOL 0356 Grading Formula**

**(NOTE: Individual teacher's formula should not vary from this formula by more than 5%.**

<b>Instructor Grading</b>	Lab	10%
<b>Criteria</b>	Note-taking Quizzes	25%
	Oral presentations	50%
	Final examination	<u>15%</u>
		100%

**Important Dates and Holidays (Fall 2017)**

First Day of Class	August 28
Labor Day (Holiday)	September 4
Official Day of Record	September 12
Last Day for Refund	September 19
Last Day for Administrative/Student Withdrawals	November 3
Thanksgiving:	November 23
Last day of Instruction (for ESOL)	December 7
Semester ends	December 17