



**Intensive English Program
Southeast Campus**

ESOL 0356 – Advanced Conversation

CRN (15256) – Fall 2018

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

Instructor: Lucy Castillo
Information: e-mail: lucy.castillo@hccs.edu
713-718-7161

Learning Website: <http://learning.hccs.edu/faculty/lucy.castillo>
Eagle Online: <https://eo2.hccs.edu/login/index.php> Learning Website

Office location and hours: **Southeast campus, FM 105, by appointment**
Please come to see me if you have any questions or concerns. It is better to ask questions before you have problems with tests or homework. Contact me if you have been absent to arrange a time to hand in the homework and to discuss what you missed.

Hurricane Harvey statement: If you are having difficulties because of Hurricane Harvey (issues with shelter, transportation, basic needs, school supplies, school books, etc.) please do not just

drop this class thinking you cannot be successful in it. Discuss your problems with your instructor. They may be able to help you find support or assistance. 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 Student for support. Furthermore, please notify the professor if you are comfortable in doing so. This will enable us to provide any resources that HCC may possess.

**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
Prerequisite(s)**

C or better in ESOL 0349 or placement by COMPASS ESL exam.

**Academic
Discipline/CTE
Program Learning
Outcomes**

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.

**Course Student
Learning
Outcomes (SLO): 4
to 7**

1. Produce spoken discourse with few errors in pronunciation
2. Participate in class discussions on a variety of topics
3. Produce a major oral presentation involving a variety of visual resources.
4. Summarize a written or oral text on an academic topic

**Learning
Objectives
(Numbering
system should be
linked to SLO - e.g.,
1.1, 1.2, 1.3, etc.)**

- 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.

**SCANS and/or
Core Curriculum
Competencies: If
applicable**

Core Curriculum Competencies:
No Learning Outcomes Selected

**Instructional
Methods**

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

**Student
Assignments**

Produce spoken discourse with few errors in pronunciation
Participate in class discussions on a variety of topics
Produce a major oral presentation involving a variety of visual resources.
Summarize a written or oral text on an academic topic

Student

- Oral presentations

Assessment(s)

- Listening tests and quizzes
- Lab

Instructor's Requirements**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. If you are absent, it is your responsibility to contact your instructor to find out what you have missed and whether it is possible to make up the work. If you do not take this

responsibility, you risk receiving grades of zero and not being allowed to make up the work. No absences are excused. Class attendance leads to class success.

Tardiness and in-class time absence

Classes and tests begin on time. Lateness of five minutes or more counts as a class or lab absence. You can enter the classroom, but you will be counted absent. Lateness after break times, leaving early or disappearing for more than five minutes 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).

HCC Withdrawal Deadline

To drop a class, you must speak with a counselor or an advisor. The nearest place to see one is in the Learning Hub. The last day students may withdraw or be dropped from a class with a grade of W is Nov 2, 2018 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/>.”

Minors and Relatives on HCC Property

No children and/or relative is allowed in the classrooms. Children on campus must be accompanied by an adult at all times and are allowed on campus only briefly. . It is your responsibility to make arrangements for child care in the event that your child is sick or there is some other emergency involving your child and his/her child care arrangements.

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.

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.

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

Statement on Tutoring Services

The HCC Tutoring Centers provide academic support to our diverse student population by creating an open atmosphere of learning for all students enrolled at HCC. Using a variety of tutoring techniques, we assist students across academic disciplines, addressing their individual needs in a constructive, safe, and welcoming environment. Our emphasis is on maximizing academic potential while promoting student success and retention. We are committed to helping students achieve their educational, personal, and career goals by empowering them to become confident, independent, lifelong learners.

Tutoring for individual subjects is offered at specific times throughout the week on various campuses. There is no need to make an appointment. If you need a tutor, please refer to our website: www.hccs.edu/findatutor for times and locations. For more information about tutoring at HCC, please go to www.hccs.edu/district/students/tutoring

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. 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.

Program/Discipline College Grading System

Requirements: If applicable

Students in ESOL classes may receive a letter grade of A, B, C, IP or F. IP means "in progress." This is not a failing grade, but it is given to students who complete the course but who are not yet ready for the next level. Anyone who receives an IP must take ESOL 0341 again. However, if a student has already received an IP in this course during a previous semester, that student will receive a letter grade: A, B, C, or F this semester.

A= 90-100 B= 80-89 C= 70-79 IP/F= 0-59

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
D = 69 - 60:	1 point per semester hour
59 and below = F	0 points per semester hour
FX (Failure due to non-attendance)	0 points per semester hour
IP (In Progress)	0 points per semester hour
W (Withdrawn)	0 points per semester hour
I (Incomplete)	0 points per semester hour
AUD (Audit)	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.

FINAL GRADE OF FX: Students who stop attending class and do not withdraw themselves prior to the withdrawal deadline may either be dropped by their professor for excessive absences or be assigned the final grade of "FX" at the end of the semester. Students who stop attending classes will receive a grade of "FX", compared to an earned grade of "F" which is due to poor performance. Logging into a DE course without active participation is seen as non-attending. Please note that HCC will not disperse financial aid funding for students who have never attended class.

Students who receive financial aid but fail to attend class will be reported to the Department of Education and may have to pay back their aid. A grade of "FX" is treated exactly the same as a grade of "F" in terms of GPA, probation, suspension, and satisfactory academic progress.

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.

Health Sciences Programs Grading Scales may differ from the approved HCC Grading Scale. For Health Sciences Programs Grading Scales, see the "Program Discipline Requirements" section of the Program's syllabi.

Instructor Grading

Criteria	Lab	10%
	Note-taking Quizzes	25%
	Oral presentations	50%
	Final examination	15%
		100%

Instructional Materials

Pathways 4 by Paul MacIntyre, Heinle Cengage ISBN 978-1133305767 (with CD)/978-222234779-6 (without CD)
English-English dictionary: *Oxford Advanced Learner's Dictionary* **OR** *Longman Dictionary of American English* **OR** *COBUILD*

HCC Policy Statement:

Access Student Services Policies on their Web site: <http://hccs.edu/student-rights>

EGLS3 -- Evaluation for Greater Learning Student At Houston Community College, professors believe that thoughtful student feedback is necessary to improve teaching and learning. During a designated time near the end of the term, you will be asked to answer a short online survey of research-based

Survey System questions related to instruction. The anonymous results of the survey will be made available to your professors and department 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.

Distance Education and/or Continuing Education Policies

Access DE Policies on their Web site: [http://de.hccs.edu/Distance Ed/DE Home/faculty resources/PDFs/DE Syllabus.pdf](http://de.hccs.edu/Distance_Ed/DE_Home/faculty_resources/PDFs/DE_Syllabus.pdf)

Access CE Policies on their Web site: <http://hccs.edu/CE-student-guidelines>

COURSE CALENDAR Fall 2018

ESOL 0356- Advanced Conversation for Foreign Students

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

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

(This calendar may change to meet the needs of the class)

Important Dates and Holidays Fall 2018

SEPTEMBER 2018		
Sep 3	(holiday)	Labor Day
Sep 10	Fall 2018	Official Day of Record
Sep 12	Fall 2018	Last Day for 70% refund
Sep 18	Fall 2018	Last Day for 25% refund
NOVEMBER 2018		
Nov 2	Fall 2018	Last day to withdraw
Nov 22- Nov 25	Fall 2018	Thanksgiving Break
DECEMBER 2018		
Dec 6	Fall 2018	Last day of Instruction
Dec 16	Fall 2018	Semester Ends