



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

---

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

CRN **91108** Days: **MW**– Semester: Spring 2016 (01/19 – 03/13/16)

3 hour lecture /2 hour lab course / 36 hours per semester/ 8weeks

Class Time: 11:00 – 1:30 pm Location: FM Bldg. Room 103

**Instructor:** P. Dennis-Jones

**Instructor Contact Information:** [patricia.dennisjones@hccs.edu](mailto:patricia.dennisjones@hccs.edu)

**MySkillsLab** Course Key: jones

**Office location and hours:** Felix Morales Bldg. 12:00 -2:30 PM

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

**Course Calendar:** *This schedule is subject to changes throughout the semester.*

Textbook: *The Writer's World & Bridging the Gap* Pearson Custom Library  
Gaetz, Lynne and Suneeti Phadke

Week	Chapter	Discussion	Homework
One	Introduction to Class Diagnostic Testing: Reading and Writing Introduction to My Skills Lab		
Two	Chapter 14: pp 183-236 Chapter 16: pp. 275 – 322 Chapter 15: pp 237-274	Active Learning Strategic Reading & Study Vocabulary	as assigned as assigned as assigned
Three	Chapter 17: pp 323 - 396 Chapter 1: pp. 1 -13  Chapter 2: pp 13 - 33 Writing Paragraphs Narrative Paragraphs due.	Main Idea Exploration  Developing	   as assigned
Four	Chapter 3: pp 33 – 48 Chapter 4: pp 49 – 61	Revising & Editing Narration	as assigned as assigned

Test 1

Five Chapter 10, pp. 132 -143 Sentence Basics in class activity

Week	Chapter	Discussion	Homework
Five	Chapter 6: pp 75 – 87 Chapter 18: pp 397 – 450 Descriptive Paragraph due	Process Patterns of Organization	as assigned
	Chapter 8: pp 102 – 115	Comparison/Contrast	as assigned
Six	Chapter 13: pp 160 – 173 Process Paragraph due	Tense Consistency	as assigned
	Test 2		
Seven	Chapter 23, p. 532 Chapter 26, p. 574 Persuasion paragraph due  My Skills Lab completed	Fragments Commas	as assigned as assigned
Eight	Final Exam		

\*\*\*Journals: Due Week 7.

There will be several readings in which you will read the material and answer the questions. The journals will be due after completion of each of the assigned readings.

\*\*\*\* I will not accept late work!!!!!!!.

### **HCC Policy Statement – ADA Services to Students with Disabilities**

Students who require reasonable accommodations for disabilities are encouraged to report to your ADA counselor at your campus to make necessary arrangements. Faculty is only authorized to provide accommodations by the Disability Support Service Office.

#### **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 [oie@hccs.edu](mailto:oie@hccs.edu). Additional information may be obtained online. Visit <http://www.hccs.edu/district/departments/institutionalequity/>

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)

### **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:**

1. Copying from another students' test paper;
2. Using materials not authorized by the person giving the test;
3. Collaborating with another student during a test without authorization;
4. Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of a test that has not been administered;
5. 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** mean 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)

### **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.**

### **HCC Policy Statements**

**Class Attendance** -You are expected to attend class and stay current with all assignments on a timely basis. Class attendance is required. Although it is your responsibility to drop a course for nonattendance, the instructor has the authority to drop you for excessive absences.

Students will be dropped from a course with an “FX” after accumulating absences in excess of four absences and/or not submitting essays, taking quizzes or participating in chats or discussions on a timely basis.

This is not a course that you can work at your own pace. Such courses are called “self-paced” and do not require any interaction with a professor and/or other students. This is not that type of course. Research has demonstrated that online students that do not maintain a schedule for attending and completing assignments will many times fail to complete the course. By participating, students have a great degree of success and are able to move on to other courses in their degree plan.

+++

Students attending HCC on a student visa or those students who must maintain a certain number of course hours to remain eligible for college funding/scholarships, will lose their visa or funding when an “FX” is issued. In these situations, it is the student’s responsibility to attend class and maintain their status for a visa or funding.

Note: All students have four “excused” absences for the semester/course. Once those four absences have been taken, there are no additional “excused” absences. Use these three “excused absences” wisely. They should be for emergencies, illness, accidents, funerals, and so forth. The college does not permit an “FX” to be changed, once it is assigned.

### **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. 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 be successful in their courses, 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, poor academic performance, and/or other reasons. 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.**

### **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.

### **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.

### **Student Assignments**

Assignments have been developed that will enhance your learning. You will be required to successfully complete the following assignments and actions

Complete in-class reading & writing assignments and activities

Revise essays

Complete weekly MSL

Complete weekly reading assignments

Complete journal assignments

### **Student Assessments**

Knowledge checks will occur in the format of quizzes, essays, projects, online lab exercises, flipped lessons, and exams.

Three-four essays and selected revisions

A midterm exam

A final exam

### **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 "T" 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**

Instructor's Choice/Journal/Etc.	25%
My Skills Lab Online Lab Work	15%
Paragraphs/Assessments	40%

Final Exam	20%
<hr/>	
Total	100%

### **Instructional Materials**

*The Writer's World and Bridging the Gap* Pearson Custom Library

### **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 (You may add and delete as needed):

- Information: [www.hccs.edu](http://www.hccs.edu) ; <http://learning.hccs.edu>
- Tutoring & Support: [www.hccs.askonline.net](http://www.hccs.askonline.net)
- My Skills Lab: <http://myskillslab.com>
- Eagle Online: <https://hccs1.mrooms3.net/login/index.php>
- Purdue OWL: <http://owl.english.purdue.edu/owl/resource/747/01/>

### ***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.*