

English 1301 Syllabus

College Composition and Rhetoric

Professor Information

- **Assistant Professor English:** Schahara Winter-Hudelson
- shudelson@southplainscollege.edu
- **Office:** LIB 332 Levelland Campus SPC
- **Office hours:** M: 7:30-9:30; T/R: 9:30-12:30; Arr: F: 10-Noon
- **Phone:** 806-370-0284 (voice mail only) or 806-716-2178 (SPC office). Please leave a message, and I will return the call at my earliest possible convenience.

Support Information

Technical support first point of contact, student technical support for Blackboard (Bb):
 Brooke Walker – Administrative Assistance - Blackboard Student Support 806-716-2180
bawalker@southplainscollege.edu

This course is not limited to the regulated required testing or instruction; it is also designed for students who need to re-familiarize themselves with the basics, mechanics, and skills of writing.

As an online course, the office hours that I have listed reflect the times I normally work at my computer. If time allows, I will also engage live chat within the course to offer reinforcement or answer questions. The beauty of online courses is that we can be more flexible with communication.

Department: Communications/English

Discipline: English

Course Number: English 1301

Course Title: Composition I, College Composition and Rhetoric

Credit: 3: Lecture

Prerequisites: 0301, 0302, or required test placement

Available Formats: Internet

Campus: Levelland Campus

Textbooks: Patterns for College Writing, 13th ed, Kirsznner and Mandell;
The Writer's Reference, 8th ed, Diana Hacker.

Supplies: Computer and internet access, self photo, flash drive

Purpose

The purpose of English 1301 is to help students understand and apply the standards of correctness in formal thought and the written English language. This course encourages students to think well by teaching them to read and write well through its focus on the writing process, on the use of appropriate grammar and diction, on the use of logic, and on the different methods of essay development. Collateral readings from all areas of the humanities are included.

Objectives

By the end of the course, a student should be able to do the following:

- A. To practice and refine the skills of expository and argumentative writing
- B. To approach the skill of reading with a practiced critical sense
- C. To appreciate the values of the western world through exposure to some of its finest literature
- D. To learn to interact amicably, democratically, and intelligently within the frame of the classroom-discussion context

Outcomes

By the end of the course, a student should also be able to do the following:

Student Learning Outcomes/Competencies:

- 1. Writing Skills
 - 1.1 Understand rules of writing
 - 1.2 Formulate good sentence structures
 - 1.3 Improve spelling
 - 1.4 Differentiate common writing errors
 - 1.5 Improve punctuation usage
 - 1.6 Improve mechanics of writing
- 2. Essays
 - 2.1 Formulate thesis statements
 - 2.2 Write cohesive essays
 - 2.3 Comply to paragraphing rules
- 3. Essays
 - 3.1 Be introduced to the different essay styles
 - 3.2 Master essay writing formats

Course Requirements

- A. Class lecture and discussion
- B. Major and Minor Tests
- C. Individual interpretive papers
- D. In class assignments/group work

Evaluation

Final grades will be determined as follows:

Assignments/Essays	40%
Discussions (Groups)	15%
Tests and Exercises	15%
Midterm/Final	30%

A	90-100
B	80-89
C	70-79
D	60-69
F	Below 60

Absence is never an excuse for turning in a late assignment in a college course. Think ahead. Contact your instructor when you know you will be gone. Make sure you get your assignment turned in before a planned absence with the following:

1. Use of the conventions of standard grammar
2. Use of the appropriate method of development
3. Use of the principles of unity, coherence, and completeness
4. Use of logical, factual arguments to advance the thesis of the assignment.

Approach

This course will be approached through Bb lecture and discussion, reading assignments (text and parallel), written examinations, and in-class and out-of-class assignments.

Makeup Work

No makeup tests will be given as such. A student should not ask when he or she might make up a test or an assignment. Please do not ask me if “you missed anything” when you were absent. All weeks and assignments are important and located in Blackboard.

No assignments may be made up.

No retakes to raise any grade will be allowed.

No extra credit assignments will be given.

If you choose to ignore my syllabus, then I will have to refer you back to it. I will not be making exceptions to the rule, so please do not consider your self one.

Absence Policy

This is a college-level class and, in keeping with my South Plains College policy, this professor makes no distinction between excused and unexcused absences. Students are expected to attend all meetings of all classes in which they are enrolled. The student is responsible for being in class and for turning all work in on time. Any more than four absences (whether consecutive or not) will result in a student's dismissal (being dropped) from class with an F. Two tardy days equal one absence, not necessarily in order. No exceptions will be made to this policy for classes that meet on campus. ***

***Inet and Dual Credit Inet: Since online classes offer flexibility, there is no attendance taken, but rather, failure to submit the required assignments is viewed as non- attendance/participation each week. Therefore, a student must check in/turn in his/her assignments each week. Students who fail to do so may not make up work. A student who fails to check in/turn in assignments in the course for two weeks, and not necessarily in consecutive order will be dropped from the course. I expect my students to respect the other students in the class who submit work on time; do not ask for special conditions unless there is a medical emergency or death in the immediate family.

Plagiarism and Cheating

"Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length as well as to final examinations, to daily reports and to term papers." –SPC GENERAL CATALOG

Any student who turns in an assignment (tests, exercises, assignments, or essays) without "proper documentation" and appropriate usage of the assignment will be dropped from the course with an F. No exceptions. Do not take the chance. Plagiarism is easy to detect. If you found it to steal, so can I. If the writing does not represent your previous writings, I can tell. ***

*** **DUAL CREDIT STUDENTS ONLY:** Many of you are Dual Credit SENIORS. High School Seniors should be responsible, should proof their work, and should make sure they turn in only work they have created. Seniors will not graduate if they are caught plagiarizing. Be very careful what you turn in to me and how you save your documents. I caution you to use your own disks for saving your work and not combine your files with other students' files. Turning in another student's work has occurred by accident before, when disks are shared. Don't be the one caught making this mistake. It can cost you your diploma. Take this very seriously.

Graduation is not guaranteed just because you are taking this course.

Students with Disabilities

Students with disabilities, including but not limited to physical, psychiatric or learning disabilities, who wish to request accommodations in this class should notify the Special Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Special Services Coordinator. For more information, call or visit the Special Services Office in the Student Services Building, 894-9611 ext. 2529, 2530.

Discrimination Policy

This instructor will try not to discriminate against any student on any basis: ethnic, religious, economic, veteran status, political, etc.

Diversity Statement

In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Class Writing and Class Discussion Perimeters:

You should not write or talk on anything: illegal, X-rated, embarrassing, or concerning hate groups. Discussions should remain on topic and add value to the experience. Anyone caught discussing anything other than the class discussion topics will be violating a class perimeter. Class discussion (Discussion Board/Groups time) is a valuable interactive tool for embracing new ideas and generating new concepts. Behave like young adults as there will be no abusive behavior tolerated.

Final grades will be determined as follows: Assignments/Essays 40%; Discussions 15%; Tests and Exercises 15%; Midterm/Final 30%;

See Course Calendar for any updated assignment due dates. The Course Menu Calendar will always be the most current and accurate. The calendar here is an approximation of the course materials covered because there are always holidays that cause a disruption in the weekly assignment due dates.

COURSE CALENDAR SCROLL DOWN:

COURSE CALENDAR: Each Week starts on Monday and ends on Sunday. However, there is an additional one late day, making the final due dates Monday. Each succeeding week always starts on a Monday unless there is a holiday, whereby the week starts on Tuesday.

Date	Assignments	Readings
Week 1-2	Introduction of course/Syllabus/DB Diagnostic Essay#1	
Week 3-4	Diction, Tone, Style The Writing Process / The Thesis Invention, Arrangement, Drafting, Revising, Editing	Introduction, Ch.1 Ch.2, Ch.3, Ch4, Ch5
Week 5-6	Narration Narration Essays #2 OR Description Description Essay #2 by selection Essays actually due in Week 7 this semester	Ch.6 Ch.7
Week 7-8	Exemplification Exemplification Essays by selection Process Analysis Process Essays by selection	Ch.8 Ch.9
Week 9-10	Cause and Effect Cause and Effect Essays by selection MIDTERM Week 9 Comparison and Contrast Comparison and Contrast Essays #3 Actually due Wk11	Ch.10 Ch.11 Midterm
Week 11-12	Classification and Division Classification and Division Essays by selection Definition Definition Essays by selection (Ch.12 Ch.13
Week 13-14	Argumentation Argumentation Essays #4 due week 13	Ch.14
Week 15-16	Combining Patterns Resumes and the Job Hunt FINALS WEEK	Ch.15