

**English 0303: Developmental Writing  
Policy Statement/Syllabus  
Fall 2017**

**Instructor:** Natasha Newsom

**Office:** LIB 333

**Office Hrs:** Mon 12:00-1:00; 3:45-4:45 Tues 2-4; Wed 12:00-1:00; Thurs By Appointment; Fri 12:00-3:00

**Phone:** 894-9611 ext 2481

**Email Address:** nnewsom@southplainscollege.edu

**Prerequisites and Student Eligibility:**

1. TSI reading compliance **AND**
2. Successful completion of English 0301 with a final grade of at least "B" **OR** a TSI writing score of 355- 362/essay 3 or 4.

**Scope/Purpose:** The purpose of this course is to provide developmental English students with a streamlined educational pathway to successfully complete the basic college requirement of English 1301.

**Course Description for ENGL 0303:** This course provides intensive instruction and practice in writing coherent paragraphs and essays for specific audiences. It includes the process of drafting, revising, and editing as well as instruction in grammar, mechanics, and usage. This developmental writing course is paired with a specific section of ENGL 1301, so it requires enrollment in both classes. To be eligible to enroll in both, students must be TSI-reading compliant, have completed ENGL 0301 with a "B" or better or have qualifying TSI writing test scores, and have a class schedule that will accommodate enrollment in both courses. Successful completion of both courses fulfills requirements for ENGL 1301. A "B" or better in ENGL 0303 provides TSI-writing compliance.

**Required text/ materials:**

\*\*Langan text from ENGL 1301

Outside reading, as provided by instructor.

Other materials: spiral for taking notes, separate folder/spiral for journals, and writing utensil

**Recommended Texts:**

A standard college dictionary, and a thesaurus, preferably portable.

**Bring all materials to class on a daily basis.**

**Assignment Requirements:**

**Late papers will not be accepted.** You are welcome to hand in work early if you know you will have to be absent.

- All essay drafts must be typed and double spaced in Times New Roman font, with font size twelve.

**Essays and writing assignments will be evaluated on the following criteria:**

- Accuracy of content
- Use of conventions of grammar
- Unity and coherence
- Logical arguments to advance the thesis

**Student Responsibilities:**

- Attending class regularly
- Showing courtesy to fellow classmates and the instructor
- Asking instructor for assistance as needed
- Showing maturity and professionalism with regard to assignments and in the classroom
- Class participation and earning daily grades
- Reading all assignments
- In-class writing assignments and participation

**\*Turn off all cell phones before coming to class. To this end, text messaging during class is unacceptable.**

**Tardiness is disrespectful and unacceptable. Finally, do not use tobacco products, use profanity in class, or engage in any other activity that might be construed as disrespectful or offensive to your peers or your instructor.**

**Failure to live up to the above standards could result in a student being dropped from the course.**

**Class Conduct: This is a professional learning environment. To this end, I expect everyone to exhibit respect toward myself, and one another. Difference of opinion is fine, and often contributes to healthy debate. However, all are expected to conduct themselves in a civil manner.**

**Disruptive or disrespectful behavior (talking or texting during lectures, rudeness in conduct or attitude, unacceptable noise levels during class activities) and similar behaviors will result in removal from the course. Sleeping in class will result in being counted absent.**

**Teacher Responsibilities:**

- To be on time and prepared for class
- To present material in clearest way possible
- To treat all students fairly and with courtesy
- To be approachable and available
- To provide assistance whenever needed
- To return assignments as quickly as possible
- To keep students informed of averages upon request

### **Instructional Outcomes:**

By the end of 0303, students should demonstrate the ability to:

- Demonstrate proper use of grammatical skills at the sentence, paragraph and essay levels
- Write organized, unified and coherent essays
- Be able to revise paragraphs and essays to improve presentation of ideas

### **Learning Outcomes**

Upon the successful completion of this course, students will:

1. Compose a variety of texts that demonstrate clear focus, the logical development of ideas, and the use of appropriate language that advances the writer's purpose.
2. Determine and use effective approaches and rhetorical strategies for given writing situations.
3. 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.
4. Evaluate relevance and quality of ideas and information to formulate and develop a claim.
5. Develop and use effective revision strategies to strengthen the writer's ability to compose college-level writing assignments.
6. Edit writing to conform to the conventions of standard English.

### **Grading Policy:**

Essay one	100 points
Essay two	100 points
Essay three	200 points
Daily Work, Class Participation	100 points
Grammar Quizzes	100 points (25 each)
Outline	100 points
Final Exam	100 points

**Total Points: 800**

**Letter Grade Breakdown:**

**800-700: A**

**700-600: B**

**600-500: C**

**500-400: D**

**399 and below=F**

**A-Range**

**800: 100**

**799-790: 99**

**789-780: 98**

**779-770: 97**

**769-760: 96**

**759-750: 95**

**749-740: 94**

**739-730: 93**

**729-720: 92**  
**719-710: 91**  
**709-700: 90**

**B-Range:**  
**699-690: 89**  
**689-680: 88**  
**679-670: 87**  
**669-660: 86**  
**659-650: 85**  
**649-640: 84**  
**639-630: 83**  
**629-620: 82**  
**619-610: 81**  
**609-600: 80**

**C-Range:**  
**599-590: 79**  
**589-580: 78**  
**579-570: 77**  
**569-560: 76**  
**559-550: 75**  
**549-540: 74**  
**539-530: 73**  
**529-520: 72**  
**519-510: 71**  
**509-500: 70**

**D Range:**  
**499-490: 69**  
**489-480: 68**  
**479-470: 67**  
**469-460: 66**  
**459-450: 65**  
**449-440: 64**  
**439-430: 63**  
**429-420: 62**  
**419-410: 61**  
**409-400: 60**

**Below 400 = F**

**Absence Policy:**

Punctual and regular class attendance is required of all students. Students are responsible for all class work covered during absences from class. Any student who is more than ten minutes late will be counted absent.

Any student who misses two consecutive weeks from class will be dropped from the course, but a student with excessive absences should NOT expect the instructor to initiate the drop process. If the instructor does drop a

student, the student will receive either an "X" or an "F", depending upon whether the student was passing at the time of the drop. **SPC POLICY MAY REQUIRE THAT ALL CLASSES BE DROPPED IF THIS COURSE IS DROPPED.**

**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*)

Failure to comply with this policy will result in an "F" for the assignment and can result in an "F" for the course.

**Class Participation:** All students are expected to attend class and actively participate in class activities. Participation is part of your grade. To that end, you will need to bring all books and writing materials to class EACH PERIOD in order to participate in class writing activities, journal entries, etc.

**Students with Disabilities:**

ADA Statement

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability 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 Disability Services Office. For more information, call or visit the Disability Services Office through the Guidance and Counseling Centers at Reese Center (Building 8) [716-4606](tel:716-4606), or Levelland (Student Services Building) [716-2577](tel:716-2577).

Health and wellness:

Any student needing individual counseling for issues such as depression, anxiety, adjustment to college, stress management, and substance abuse may visit the Health and Wellness Center to chat, confidentially, with licensed mental health professionals who provide services free of charge to current SPC students. [Call or visit on Levelland Campus 806-716-2529 from 8:00 am – 4:00 pm](tel:806-716-2529)

Basic Needs:

**Any student who faces challenges securing food or housing and believes this may affect his/her performance in the course is urged to contact the Dean of Students for support. Furthermore, please notify the professor if you are comfortable in doing so. The SPC food pantry is also available for this purpose. For more information, call 716-2236.**

Levelland Food Pantry: PE Complex

Reese Food Pantry: Reese Center Building 8

Campus Concealed Carry:

Campus Concealed Carry - Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun.

Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at:

[http://www.southplainscollege.edu/human\\_resources/policy\\_procedure/hhc.php](http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php))

**Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.**

**Statement of Nondiscrimination:**

South Plains College strives to accommodate the individual needs of all students in order to enhance their opportunities for success in the community college setting. It is the policy to offer all educational opportunities without regard to race, color, national origin, religion, gender, disability or age. In addition, this instructor will not tolerate remarks or behaviors that can be construed as racist, sexist, heterosexist or in any way disparaging or disrespectful to another student. Students who repeatedly exhibit such behavior will be dropped from the class with a semester grade of "F" regardless of race, ethnicity, gender, religion or sexual orientation.

**LAST DAY TO DROP:**

The last day to drop is November 16.

**Final Semester Grades:**

My deadline for submitting final grades is December 15<sup>th</sup> at 10:00 AM. Semester Grades will be listed on Blackboard several days before being submitted. Once grades are submitted, they are final. If you have a question about your semester grade, the time to discuss this with me is **before**, not after, final grades are submitted.

**Final Exam:** The final exam for this course is Monday, December 11<sup>th</sup> from 1:00 to 3:00 PM. Please mark this on your calendar now, and consider before making travel arrangements.

**0303 Fall 2017 Calendar**

**This is the tentative calendar for the course. Specific dates are subject to change as we may need to adjust as we go. Please note: this is not a homework calendar. You will need to listen carefully in class to obtain the next class's homework assignment.**

**Week 1 (Aug 28)**

Intro to course; syllabus; introductions; text; introductory activities and diagnostic

**Week 2 (Sept 4)**

Spelling; Spelling Practice; Commonly Confused Words and Practice;

**Grammar Quiz 1**

**Essay 1 work**

**Brainstorm, Cluster**  
**Thesis statements**

**Week 3 (Sept 11)**

Language Awareness: Exact Language;

**Revision, Editing, Proofreading for Grammar/Spelling Errors**

**Paper 1 Due Sept 14<sup>th</sup>, 6 PM**

**Week 4 (Sept 18)**

Sentence Errors: Fragments, run-ons and comma splices;

**Grammar Quiz 2**

**Week 5 (Sept 25)**

Coherence; The Comma

**Essay 2 Lab work;**

**Week 6 (Oct 2)**

Simple Sentences

**Essay 2 Due**

**Grammar Quiz 3**

**Week 7 (Oct 9)**

**Brainstorm, Cluster; Thesis, Topic Sentences,**

**Outline Due**

**Week 8 (Oct 16)**

**Begin Argumentation**

**Week 9 (Oct 23)**

Continued Argumentation

**Week 10 (Oct 30)**

Persuasive Techniques vs propaganda

**Week 11 (Nov 6)**

Argument due Nov 6

**Week 12 (Nov 13)**

Subject/Verb Agreement;

**Grammar Quiz 4**

**Week 13 (Nov 20)**

Catch-up

**Resume Writing**

**Week 14 (Nov 28)**

**Thanksgiving Break**

**Week 15**

**Review for Final Exam**

**Week 16**

**Finals week; Final Exam Monday, Dec 11, 1:00-3:00 PM**