

South Plains College

"SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE"

Course Syllabus for READ0301 AND EDUC1101 -Fall 2018

Instructor: Dr. Erika M. Warnick, Associate Professor in Reading

Email: ewarnick@southplainscollege.edu, 806-716-2238

Phone: 806-716-2238 Please leave me a message if I am not available to answer your call

Office Location: Library Building, Levelland Campus, Third Floor – room 306

Office Hours – Fall 2018

Monday	Tuesday	Wednesday	Thursday	Friday
9:00a.m.-9:30a.m.	11:00a.m.-1:00p.m.	9:00a.m.-9:30a.m.	11:00a.m.-1:00p.m.	9:00-12:00 (by appt)
1:00p.m.-3:00p.m.		1:00p.m.-3:00p.m.		

Office hours are subject to change and you will be notified if changes occur.

Please complete and cut off this portion of the syllabus (you may use the back of this form).

Please turn this slip into Dr. Warnick by _____.

1. Name & CONTACT INFO (Cell # and email):
2. Once upon a time I completed a project I enjoyed and this is why...
3. In this course, I hope the teacher will... I expect to learn from this class...
4. Please share anything else you think might be helpful for me to know about you.

I have read and understood all policies contained in this document.

SIGNATURE _____ DATE _____

READ0301 - Course Information

Department

Teaching and Learning Center

Course Description

This course is not part of the core curriculum. This course does address South Plains College Universal Learning Outcomes in critical thinking and problem-solving, creativity, communication and collaboration and leadership.

Preparation for college-level reading and studying, including vocabulary development, understanding implied ideas and details, identifying author's purpose, point of view and intended meaning, analyzing relationships, critical reasoning for evaluation, and study skills.

Credit will not satisfy graduation requirements, but will satisfy developmental reading requirements for TSI purposes.

Course Purpose:

The purpose of this course is to provide opportunities and incentives for you to read: addressing students' individual skill deficiencies in reading as determined by TSI assessment, helping students gain reading experiences and skills, and preparing students to succeed with the reading requirements of the college curriculum and as lifelong readers/learners.

Prerequisites

Recommendation based on assessment.

Student Learning Outcomes

Upon successful completion of this course, the student should be able to demonstrate collegiate reading skills. Students will

- Locate explicit textual information, draw complex inferences, and describe, analyze and evaluate the information within and across multiple texts of varying lengths.
- Comprehend and use vocabulary effectively in oral communication, reading and writing.
- Describe, analyze, and evaluate information within and across a range of texts.
- Identify and analyze the audience, purpose, and message across a variety of texts.
- Describe and apply insights gained from reading a variety of texts.

Assessment

Students will demonstrate these skills by scoring 12.0 or higher grade equivalency score on the "Nelson Denny Reading Test" or meeting another TSI reading compliance standard.

Course Completion

Students will demonstrate these skills by attending all classes and completing all assignments and examinations, including class projects with a course grade of **C or better** or by completing TSI assessment requirements/standards (above).

EDUC1101 - Course Information

Department

Teaching and Learning Center

Course Description

This course is not part of the core curriculum. This course does address South Plains College Universal Learning Outcomes in critical thinking and problem-solving, creativity, communication and collaboration and leadership.

This course is a study of the 1) research and theory in the psychology of learning, cognition, and motivation, 2) factors that impact learning, and 3) application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. This course cannot be taken for credit in conjunction with EDUC 1300.

Course Purpose

The purpose of this course is to prepare students for college and life success, equipped with knowledge, skills, strategies and tools to apply to accomplish a variety of tasks in varying contexts.

Prerequisites

Course is a co-requisite with READ0301.

Student Learning Outcomes

Upon successful completion of this course, students should be able to

- Demonstrate understanding and become part of the “college-going culture.”
- Achieve ownership of their educational process.
- Recognize the essential need of conscientious effort and regular attendance in college courses.
- Identify areas of personal and academic strengths and weaknesses.
- Create and implement a behavior modification plan to address weaknesses while building on strengths.
- Learn relaxation, coping mechanisms and stress management techniques.
- Learn cognitive and metacognitive strategies to increase college academic success.
- Develop awareness of campus resources to support college success.
- Contact an advisor to develop a written degree plan/college success plan.

Assessment

Upon successful completion of this course, the first-time-in-college/first-semester student will earn a semester GPA of 2.0 or higher. The experienced college student will increase his/her GPA by at least .2.

Information for BOTH READ0301 and EDUC1101

Required Materials

Required Book:

Reading Keys, by Laraine Flemming. ISBN 9781285148458. Please note: this is a special, custom bundle for South Plains College, Levelland Campus reading classes. **You will need the textbook and the MindTap/College Success Toolkit access code.** If you purchase the items separately, the cost will be higher than purchasing them together. The Levelland book store has them in stock, but supplies will be limited.

Required paper-based materials

- Highlighters (assorted colors for marking text)
- Pens/pencils
- Paper/notebook
- Calendar/agenda

Required Computer Hardware/Software:

- Dedicated access to a working computer and WIFI
- Access to word processing software (e.g., Word, or Pages for Mac)
- Ability to open and view PDFs (you can download the FREE Adobe software to read PDFs)
- Access to Office products (or comparable products for Mac), to view PowerPoints
- Access to Blackboard

Course Evaluation

Grades are determined by the following scale:

90-100 = A	60-69 = D
80-89 = B	0-59 = F
70-79 = C	

Your grade will be based on the following percentages (please note: the grade you earn in READ0301 will be the same grade awarded for the 1-credit EDUC1101 component of the course):

Participation/Class Discussion/Attendance	5%
Assignments/Homework and Quizzes	30%
Digital Homework (exercises, graded practice, active reading assignments)	25%
Exams (4 X 10% each)	40%

The grades you receive on your assignments, quizzes, homework, digital work, and exams are indicators of your progress toward college level reading. Students will be asked to keep an ongoing record of these grades. Additionally, it is each student's responsibility to continually monitor academic progress posted in each student's grade book on Blackboard.

Course Frequency and Design

This course takes place in-person. This applied course will be designed as a workshop-based class, with hands-on exercises and in-class projects used in almost every class meeting. Instructional methods to be used in this course will include lectures; class/large group discussion; small group discussion; individual and group activities; small group activities; student presentations; visual aids; instructor modeling of concepts and ideas; role play; and guest lecturers.

General Assignment Information

- **Homework (weekly):** You will have written, reading-based assignments, in which you will read something (e.g., text-book chapter, news article), and then write something related to the reading (e.g., create an outline of a chapter, create a double-entry journal). Sometimes, these will need to be hand-written, other times, they will need to be typed. This will be explained in each assignment/instruction sheet passed out in class.
- **Digital homework (weekly):** Every week, you will have something to complete in Mindtap, our digital homework platform. Digital homework cannot be made up if missed.
 - Having technical difficulties is not an excuse for missing homework.
 - It is ***YOUR responsibility to locate a working computer and wifi, and to file tech support tickets, and/or class any tech support numbers*** to report a problem.
 - If you are experiencing technical issues with Mindtap, you will need to:
 - file a tech support ticket with Mindtap (through the Mindtap support area) within two (2) business days of your issue and,
 - send me a screenshot of the issues you see on your end and,
 - email me the case number for the issue.
 - If you are having issues with Blackboard, please email me to let me know, then contact Blackboard Technical Support at blackboard@southplainscollege.edu or (806) 716-2180.
- **Reading Quizzes:** you will have weekly reading quizzes. Quizzes are designed to assess your understanding of the material reviewed in class and read about in the chapters. You will have the opportunity to take each quiz twice and keep your highest score. All quizzes are taken in Blackboard and are timed. You may not make up a missed quiz (quizzes will be open for a week), and these cannot be made up.

- **In-class Assignments:** You will complete in-class assignments every day. These may include reflections, summaries, observations, worksheets, journals, and other reading and written response mechanisms. You may not make up a missed quiz (quizzes will be open for a week), and these cannot be made up, unless the instructor grants permissions (e.g., due to an unforeseen circumstance).
- **Exams (4 exams).** You will have four exams throughout the semester, including a final exam (this counts as one of the four). During exams, everything you brought to class that day will be kept out of sight the entire time. This includes all electronic devices (i.e., cell phones, tablets, laptops, headphones, etc.), notebooks, backpacks, textbooks, etc. Students may not wear headgear during the exam (e.g., no headphones, no sunglasses).
 - **Exempted Exam:** If you have an A or a B at the end of the semester, BEFORE the final exam, you may be exempted from the Exam #4, at the instructor's discussion.
 - **Missed exam:** If you miss an exam, a grade of 0 will be entered into the gradebook. However, whatever grade you earn on the final exam will be counted twice. This will only occur once in the semester; if you miss more than one exam, you will receive a 0 for that missed exam.
 - If you have official documentation for missing the exam (e.g., an official doctor's note), then you may make up the exam within one week.

Classroom Policies, Assignment Policies, and Due Dates

Assignment Deadlines and Requirements

1. Students are expected to submit college level work **on time, on the date on which the assignment is due. No late work will be accepted in the class.**
2. All work (typed or hand-written) is expected to contain professional and appropriate language, correct grammar, correct spelling, and complete sentences.
3. All assignments must be in the **MLA 8th edition (2016) format**, unless otherwise noted.
4. Typed assignments must be in a recognized word processing software (such as Word, or Pages for MAC). **I must be able to open, save, download, and add comments to any attachment sent to me, otherwise, a grade of 0 will be given for any assignment sent in an unrecognized program.** Please do not send assignments in PDF format, unless otherwise noted.
5. If you forget to attach an assignment to your email in Blackboard, **the first time this occurs, I will allow you to submit the assignment ASAP after the deadline, but no later than 12:00p.m. (CST) the following day.** Any subsequent times in which you forget to attach an assignment/paper, a grade of 0 will be given for the missed assignment.
6. At the end of the semester, after the last week of class, I will drop your two lowest assignment/quiz/homework grades.

Unforeseen Circumstances

If a student is dealing with an unforeseen circumstance, the student should contact the instructor immediately, before the due date of an assignment. Please do not assume that the instructor will change the date of an assignment, or extend the date, due to an unforeseen circumstance. It is only at the instructor's discretion that a due date may be amended or extended. If a date is changed, it **will only be changed/amended/extended once**. After that, a grade of 0 will be given for additional missed assignments.

Attendance

- Students are expected to attend all class sessions, and attend class on time. Being late is disruptive and disrespectful to the class. Please see the Disruptive Behavior policy, below.
- Students will be given four (4) absences to be used throughout the semester.
- If a student has five (5) or more absences, the student may be dropped from the course with a grade of F.
- If a student is late to class (5 minutes or more, up to 15 minutes late), he or she will be marked tardy. **Two tardies = 1 absence**, and these do count towards the four total allowable absences.
- If a student arrives to class 16 minutes late or more, without prior consult with the professor, OR a documentable reason, the student will be marked absent, as this is disruptive to the class. This absence does count towards the four allowable absences in the class.
- If a student leaves class early without consult with the professor, the student will be marked absent for class that day. This absence does count towards the four allowable absences in the class.

Cellphone/Laptop/Tablet Usage in Class

Cellphones, tablets, and/or laptops may be used in the class for note-taking and academic purposes only. These devices should be kept on mute or off mode. Taking phone calls during class is prohibited. If I see anything distracting, I will ask you once to put the item (e.g., cell phone) away. If the behavior continues, and I have to ask you a second time, you will be asked to leave the class, which will count as an absence for that day.

Disruptive Behavior

You are an adult, and as such, you will be treated as one, with respect and professionalism, in the class! Being an adult also means being respectful to those around you. Do your best to be respectful of others and their right to learn in a peaceful environment in all aspects of classroom behavior. Disruptive behavior includes, but is not limited to creating distractions, talking out of turn, talking with classmates during lecture, wandering in and out of class, chronically showing up late, chronically leaving early, or improper use of technology. "Failure to comply with lawful directions of a classroom teacher relative to maintaining good order is considered misconduct on the part of the student. Repeated violations of disrupting a class will result in the student being dropped from the course." (See Student Guide)

*****If the instructor deems a student unprepared in any manner (e.g., consistently not bringing required materials/homework to class), and/or, if a student disrupts the learning environment, he/she will be asked to leave the class. If a student is asked to leave the class, this will result in an absence for that day, and this absence does count towards the student's allowable total of absences for the semester. If the student is continually unprepared for class in any way, and/or continually disrupts the learning environment, that student may be dropped from this course with the grade of F.*

“Freebie” for Class

On a homework assignment, or a Mindtap assignment (ONE), you may use what I call a “Freebie,” which means you will be **EXEMPTED** from that specific assignment (i.e., a grade of 0 will not be entered for that assignment). You can only do this once during the session, so use it wisely. To use this option, you will email your instructor in Blackboard within three days after that deadline occurs, state that you would like to use your Freebie, and specifically state the coursework to which you would like it applied (e.g., “Dear Dr. Warnick, I would like to use my Freebie on the Chapter 3 concept map). This doesn’t happen automatically; no email, no credit, it’s all on you. This option cannot be used on exams, quizzes, or any part of the portfolio.

Grade Drop

At the end of the semester, after the final exam (unless a student is exempted from Exam #4), I will drop your two lowest assignment/homework/quiz grades.

Plagiarism and Cheating

Students are expected to do their own work on all projects, quizzes, assignments, digital homework, exams, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant. Additionally, a student may be asked to meet with the Dean of Students for further disciplinary action.

What is Plagiarism?

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Missing in-text citations.

Cheating violations include, but are not limited to, the following:

1. Two or more students turning in an assignment with the same answers;
2. Obtaining an examination by stealing or collusion;
3. Discovering the content of an examination before it is given;

4. Using an unauthorized source of information (notes, textbook, text messaging, internet) during an examination, quiz, or homework assignment;
5. Entering an office or building to obtain unfair advantage;
6. Taking an examination for another;
7. Altering grade records;
8. Copying another's work during an examination or on a homework assignment;
9. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
10. Taking pictures of a test, test answers, or someone else's paper.

Student Responsibilities

As a student, you are responsible for:

1. the learning process, including preparation for class, such as reading and homework; participation in class discussions, including asking relevant questions; getting assignments and/or notes if absent; and accepting responsibility for not understanding an assignment or failing an assignment,
2. having an appropriate attitude and using appropriate language in academic environments; not use condescending, inflammatory, threatening, or profane rhetoric, whether verbally or in written form, in academic environments,
3. having respectful behavior toward instructor and classmates in order to contribute to the atmosphere necessary for learning,
4. courteous actions to others, especially by putting away cell phones and other distractions while in class,
5. consistently monitoring grades and academic progress in the course (in the grade book in Blackboard),
6. submitting all assignments in accordance with due dates, formats, and requirements,
7. avoiding all forms of cheating and plagiarism on all assignments, including improper collaboration with others,
8. asking questions (to the instructor) when something is unclear.

Institutional Policies

Academic Integrity/Plagiarism

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a serious offense and renders the offender liable to serious consequences, possibly suspension. **Unless otherwise noted, all assigned homework is designed to be an individual exercise with the purpose of increasing reading skills, writing skills, and comprehension. Students who present work that may not be their own will receive an F for that assignment/paper/digital homework/quiz/ exam. Additionally, the student may be referred for disciplinary action, and/or maybe dropped from the course with the grade of F.**

Campus Concealed Carry Statement

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 and Frequently Asked Questions, please refer to the Campus Carry page at: <http://www.southplainscollege.edu/campuscarry.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.

Campus Resources

Advising & Testing: Students may contact the advising and testing center for information regarding TSI or other tests required by programs at SPC and/or advising services. Please call 806-716-2366 (Levelland Campus), 806-716-4606 (Reese Campus).

Tutoring: Please visit the Teaching and Learning Center, third floor of the Library Building, Levelland campus. Contact Dr. Gail Malone, or Dalila Gonzales, at 806-716-2241 or dgonzales@southplainscollege.edu. Each semester, tutor schedules will be posted in our classroom and various other locations around campus as they become available. Please make special note that all tutoring services at SPC are free to students.

Health & Wellness Center: The counselors at the Health & Wellness center can advise you confidentially. They can also help you access other resources on campus and in the local community. You can schedule an appointment with a counselor by calling 806-716-2529.

Health Clinic: Students taking at least 6 hours on the Levelland Campus have free access to our on campus health clinic. They are able to have an office visit with a nurse and a doctor as well as receive information for assistance with prescriptions. Monday thru Friday, 8:00 am – 3:00 pm. To make an appointment call: 806-716-2576.

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.

Student Code of Conduct Policy

Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

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 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 at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Title IX Pregnancy Accommodation Statement

If you are pregnant, or have given birth within six months, Under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations you must submit a Title IX pregnancy accommodations request, along with specific medical documentation, to the Director of Health and Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact Chris Straface, Director of Health and Wellness, at 806-716-2362 or email cstraface@southplainscollege.edu for assistance.

The intention of the master syllabus is to provide an outline of the contents of this course, as specified by faculty of the Reading Department at South Plains College, regardless of who teaches the course, when it is taught or where it is taught. Faculty members teaching this course for South Plains College are expected to facilitate learning pursuant to the course objectives. However, instructors also are encouraged to cover additional topics of interest so long as those topics are relevant to the course's subject. The master syllabus is, therefore, prescriptive in nature but also allows for a diversity of individual approaches to course material.

Tentative Course Schedule - READ0301/EDUC1100, Fall 2018

*******Please note: I reserve the right to change this tentative schedule. If a change is made, it will be announced in class, and updated schedules will be made available on Blackboard.**

This is NOT a schedule of weekly homework assignments! This is a tentative schedule of the topics and textbook chapters to be covered weekly.

Week	Topic
1 - August 27, 29	<i>Introduction to Class - Syllabus; Nelson Denny Pre-Testing</i> <i>Active Reading, SQ3R</i>
2 - September 3, 5	<i>September 3 - NO CLASS - Labor Day</i> Begin discussion of Reading Keys Chapter 1, Getting into a Textbook State of Mind
3 - September 10, 12	<i>Course Technology Information Session/Mindtap Registration/e-Lassi/VARK</i> Finish Reading Keys Chapter 1, Getting into a Textbook State of Mind
4 - September 17, 19	<i>Context Clues/Contrast Clues/Breaking Words into Parts</i> Reading Keys Chapter 2, More on Words and Meanings
5 - September 24, 26	<i>Understanding Sentence Relationships - General to Specific; Topic Introduction</i> Exam Review of Chapters 1 and 2 - Reading Keys, and Brain Topics Reading Keys Chapter 3, Sentence Relationships
6 - October 1 October 3	Exam #1 - Chs 1 and 2 (Active Reading, SQ3R, and Context Clues) in Reading Keys Reading Keys Chapter 4, Identifying Topics, Main Ideas, and Topic Sentences
7 - October 8, 10	<i>Supporting Details - Major and Minor</i> Reading Keys Chapter 5, Working Together: Topic Sentences and Supporting Details
8 - October 15, 17	<i>Implied Main Idea and Inferences/Library Session</i> Reading Keys Chapter 6, Drawing Inferences About Implied Main Ideas
9 - October 22 October 24	Exam Review of Chapters 3-6 - Reading Keys, and Brain Topics Exam #2 - Chs 3 - 6 (Main Idea and Implied Main Idea) in Reading Keys
10 - October 29, 31	<i>Patterns of Organization (first 4)</i> Reading Keys, Chapter 7, Recognizing Patterns of Organization
11 - November 5, 7 March 29-30	<i>Patterns of Organization (next 5)</i> Reading Keys, Chapter 8, Mixing and Matching Organizational Patterns
12 - November 12, 14	<i>Analyzing Tone/Argumentation; Fact and Opinion</i>

Week	Topic
	Reading Keys Chapter 9, Analyzing Arguments
13 - November 19 November 21	Exam #3 - Chs 7 and 8 (Patterns of Organization) PLUS Fact and Opinion, and Tone NO CLASS - Thanksgiving Break
14 - November 26, 28	<i>Argumentation; Class Debate; Nelson-Denny Post-Test</i>
15 - December 3, 5	<i>Final Exam Review; Instructor Conferences</i>
16 - December 10-13	Exam #4 - Reading Keys Chapters 1-8; tone, fact and opinion from Ch. 9 Please consult the SPC Final Exam schedule for your specific class date and time