**ENGL 1A: Reading and Composition**

Instructor: Gabriel Ibarra Office Hours: By Appointment

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Soc 35 (M); Hum 62 (W)

Units 4, Course #59370

Fall 2014

**Required Materials/Textbooks**:

College Dictionary (The American Heritage, recommended)

*The Blair Reader*, Kirszner, L & Mandell, S, 9th Edition. Pearson Education, Inc, 2011 ISBN-13 978-0-205-90184-5

*The Bedford Handbook*, Hacker, D & Sommers, N, 9th Edition. Boston: Bedford/St. Martin’s, 2010 ISBN-13 978-4576-0820-5

*Drown* by Junot Diaz (any edition)

**Course Description**:

This course is designed to improve students’ reading and analytical skills, as well as composing college-level prose with an emphasis on the expository. Also, in this course, students will view writing as a process, exploring different composing structures and rhetorical strategies, and enhancing one’s own writing, through editing and revision. With college-level prose comes the addition of conduction research from outside sources (gathering, organizing, evaluating, integrating and documenting information) to complement and support your essay/prose/thesis, which culminates in a term research paper and annotated bibliography.

**Student Learning/Course Outcomes**:

Upon completion of this course, students will be able to:

* Analyze, discuss and practice various essay styles and structures such as argument, comparison/contrast or thesis-supported analysis.
* Strengthen the student’s command of Standard American English and proofreading skills.
* Research, organize, review and present information for college-level discussions, reports and theses using Modern Language Association (MLA) and American Psychological Association (APA) styles.
* Paraphrase and cite text correctly, as well as synthesize several sources for a cohesive thesis.
* Work independently
* Compose essays that demonstrate academic integrity and critical thinking.
* Improve vocabulary and recognition of cultural references.

**Course Content:**

**1. Word Choice**

a. no commonly confused word errors

b. no slang (okay, pretty much)

c. no abbreviations or symbols

d. no clichés

e. no contractions (unless approved by instructor)

**2. Pronouns**

a. no 2nd person (you, your, yours, you’re)

b. pronouns agree with antecedents (no person/their)

c. no singular indefinite pronouns (anybody, everyone, no one, something)

**3. Possessives**

a. s’ for possessive plural nouns that make plural with s (two dogs’ bowls; three days’ journey

b. ’s for all other possessive nouns (man’s car/men’s restroom)

c. no ‘s or s’ on plural-only nouns or verbs

**4. Capitalization:**

a. capitalize I

b. capitalize proper nouns (English)

c. do not capitalize common nouns

d. capitalize first letter of words in all titles (except a, an, the, or prepositions)

**5. Spelling:**

a. spell out all numbers less than 100, unless they are dates/dollar amounts/percent

**6. Verbs:**

a. consistent tense

b. agree with subjects

c. no overuse of passive voice (is, am, are, was, were, be, being, been)

**7. Sentence Boundaries:**

a. no run-ons

b. no fragments

c. ; used between complete sentences

d. : used after a complete sentence to introduce list

e. no !

f. ? used with questions

**8. Commas:**

a. with coordinating conjunctions

b. with subordinating conjunctions

c. with prepositions

d. with relative pronouns

e. with conjunctive adverbs

f. with appositives

**9. Format:**

a. right header

b. left header

c. title

d. double-space

e. Works Cited on separate page (and is not included in page count)

**10. Introduction:**

a. interesting/meaningful and introduces topic

b. contains thesis

c. does not start off with boring overgeneralizations

**11. Body Paragraphs:**

a. 4 or more ¶ to support thesis

b. no overlapping or repeating ideas from ¶ to ¶

c. clear and concise topic sentences

d. 4 or more supporting sentences

e. transitional sentence (avoid summary/conclusion)

**12. Conclusion:**

a. reiterates thesis (restatement)

b. ties ideas together in a cohesive and satisfying way

c. suggests solution, resolution or look to the future

**13. Documentation:**

a. author tags/signal phrases

b. end citations/parenthetical citations

c. accurate summaries and paraphrases

d. “…” for direct quotations

e. correct Works Cited entries (titles, italics, “…”, capitalization)

**14. Coherence:**

a. makes sense

b. clear transitions (from ¶ to ¶)

c. transitions between sentences (however, therefore, as a result, for instance, etc)

**15. Unity:**

a. all ideas, illustrations and examples support thesis (and stays on topic)

1**6. Sophistication:**

a. vocabulary

b. complex sentence structure (use subordination conjunctions and conjunctive adverbs)

c. variety in diction and rhetorical devices (compare/contrast; definition; ethos, logos, pathos; cause and effect, etc.)

**Course Requirements**:

1. **Attendance/Participation**

Students should make an effort to be on time and prepared for class. Tardiness is marked as an absence and if you wish to receive credit for the day, you must see the instructor after class to have the absence changed. Take this seriously as it attendance and participation affects your grade.

Assignments are still due during your absences and can be turned in at the front desk of the Clovis Comm. Coll. Center or by email, but students hold ultimate responsibility for transmission. You will receive a return email of “work rec’d”. If you do not, the file was not received and is still due at the beginning of class. Word documents are preferred and strongly suggested.

Students are responsible for whatever work is assigned or collected during their absence. Please see your instructor during office hours or by appointment to find out what work you missed, email is also ok. Extensions are granted for a verified illness only or a death in the immediate family. If you are ill or expecting to be out for an extended period, please contact your instructor at your earliest convenience so you may keep up with the course. Some extended illnesses or out-of-town funerals will not be possible to accommodate.

**Please turn off your cell phones during class. No texting, answering texts or leaving class to take a phone call—such momentary absence is counted as a full absence from the class.**

1. **Essays**

There is more to writing an essay than turning in a typed, double-spaced, 12-point font on the day assigned; you must demonstrate planning and research, a struggle with organization and rewriting efforts. Essays that are re-writeable must be rewritten; failure to rewrite even an “A” essay results in a zero for that assignment. At anytime, I reserve the right to ask you for your notes and rough drafts or to submit your work electronically to a plagiarism detection service. There will be no computer error excuses accepted fewer than 24 hours before a paper’s due date; use a dependable computer, save often, print drafts and save to a flash/hard drive. If your computer should fail you, bring drafts of your work to negotiate an extension.

Breakdown of Essays:

1. Essay Questions (100 pts, 4 pages, MLA)
2. Synthesis (100 pts, 4 pages, MLA)
3. Annotated Bibliography (100 pts, 6 pages, APA)
4. Argumentation (200 pts, 6 pages, APA)
5. Thesis/*Drown* (200 pts, 6 pages, MLA)
6. Analysis (in-class essay, 100 pts, MLA)

**Grading**:

Grading is the duty of the instructor only. Should you have a concern about your grade, see the instructor during office hours or by appointment. All work is handed back with a score—the final score is determined by addition (see scale). By state law, only the instructor can change a grade. Grades are not posted on Blackboard and are not brought to class, save for your assignments that are passed back. Please keep all work until the end of the semester in case of a grade dispute. I do not answer grade inquires when classes are in session. No late work can be handed in after the last day of the semester.

Scale:

6 Essays 800 pts

Homework, in-class assignments, 100 pts

quizzes, exams, Blackboard responses

Class attendance/participation 100 pts

(-2 pts for infractions such as frequent

tardiness/absences, talking/texting in class, etc.)

**A= 900-1000**

**B= 800-899**

**C= 700-799**

**D= 600-699**

**F=0-599**

**REMEMBER!** Students who wish to transfer to a 4-year university must have a “C” or better in English 1A. By Fall 2009, all students must pass English 1A with a “C” or better for an Associates of Arts degree (AA).

**Academic Behavior:**

According to the Reedley College Student Conduct Standards and Procedures, if a student “Interferes with or disrupts faculty and administrators who are fulfilling their professional responsibilities that student is subject to discipline” (4). Such behavior includes anything that I find disruptive. Cell phones ringing/vibrating during class, texting, being late to class, walking in and out of the classroom during lecture, and leaving class early are considered disruptive. Not bringing your texts to class, not participating constructively, and talking while I’m presenting lecture are also considered disruptive. Students who are disruptive will be suspended by me for 1-2 class meetings. If that student continues to be disruptive, he/she will be referred to the dean of students who reserves the right to suspend the student for 10 additional class meetings. Consider yourselves warned.

NOTE: if you are unable to stay for an entire class period, don’t come to class at all; if you have a documentable excuse that I’m willing to accept, which explains why you could not stay in class for the duration of the period, I will be happy to see you during my office hours to explain what you missed in class; still, if you can’t stay for the duration of the period, don’t come to class at all.

**Instructor Policies**:

All homework must be typed and no late homework is accepted without a valid excuse, which are: medical emergencies; doctor-supervised bed rest; or a death in the immediate family for the day of the funeral. **Paid employment or volunteer work is not an excusable absence or reason for not completing your work.** If you must be absent, please contact me or a fellow classmate for assignments you may have missed before they are due. I take roll once at the beginning of the class, so be there or be absent. Please maintain an accurate email address with Blackboard; many important messages are sent by email. Students must check Blackboard and email 3 times a week.

Plagiarism is to present the ideas or writings of another as your own. You cannot borrow another’s work, pay for your essays to be written by another, or simply stitch together sentences from previous work of your own or anyone else’s. Intentional plagiarism earns a zero on that assignment with no opportunity to make up those points. Unintentional plagiarism also earns a zero, but the student may rewrite the assignment for credit/points. You must not cite from other sources for more than 1/5th of your essay; although some exceptions are possible, after consultation with your instructor. Essays that reflect another’s thoughts rather than your own also receives a zero and only those essays that are “re-writeable” can be rewritten. Essays that are not supported by collegiate-level sources will not earn a passing score. A second attempt of plagiarism begins procedures for disenrollment from the course and an appointment with the Dean of Students.

**Additional Information:**

* If you have a verified need for an academic accommodation or materials in alternate media including, but not limited to, a note-taker or materials in Braille or large print, per the Americans with Disabilities Act or Section 504 of the Rehabilitation act, please contact your instructor as soon as possible.
* You can receive help with your writing assignments for this or any of your other courses at the Writing Center (Willow International – ACI 160). While it offers walk-in tutoring, it is encouraged that you sign up for semester-long tutorial instruction where you will meet in a group of three students for one hour per session, two sessions per week, as walk-in tutoring is relatively limited with a availability of tutors and hours of operation.
* Avoid citing Wikipedia as a source for written assignments in this class, as scholars in academic fields do not check it frequently for accuracy. However, Wikipedia may be used to obtain general information and to locate links in the articles for use as sources in written assignments.
* Don’t cheat, don’t plagiarize. Cheating is a student’s attempt to curtail how he, she, or a classmate earns points (e.g. copying a classmate’s assignment or allowing a classmate to do so) whereas plagiarism is a student’s attempt to pass off as his or her own work a published or unpublished work of others (or even an assignment form a previous course) either partially or in its entirety. Depending on the severity and frequency of the offense(s), penalties include (but are not limited to) a reduced grade or no credit on the assignment, a failing grade for the course, and expulsion from the Clovis Community College Center. Including and crediting outside sources in your essays is acceptable, so if you are the least bit uncertain that your writing is free from plagiarism, speak with me IMMEDIATELY.
* Disruptive behavior during class meetings will not be tolerated, which includes (though is not limited to) persistent talking, continuous cell phone use or text messaging and inappropriate conduct (e.g. arguing, belittling, vulgar or abusive language) towards classmates or the instructor. The instructor reserves the right to issue a verbal warning for the first time students commit this and, if the behavior continues, to ask the student to leave the class with an absence and to speak with an administrator before returning.
* The final drop date for students is October 10th. Again, the instructor reserves the right to drop students prior to this date due to excessive absences. (See the tentative schedule in this syllabus for important registration deadlines.)
* We will read, discuss, and view material that some students may find objectionable. We are all adults, and part of the college experience is to expose ourselves to ideas different from our own. Still, please express any concerns to me IMMEDIATELY.