



English 1A | Reading & Composition | 4 units | fall 2014

Instructor: Rick Garza **Office:** Annex 2 **Phone:** 638-3641 ext. 3308
Hrs: TTh 9:30-10:30; Th 12:30-1:30 **email:** rick.garza@reedleycollege.edu

Sections: (52489) Thursday 2—3:50PM CCI 206 + WEB

Course Description

Reading, analyzing, and composing college-level prose, with emphasis on the expository: studying writing as a process; exploring different composing structures and strategies; editing and revising one's own writing; conducting research (gathering, organizing, evaluating, integrating, and documenting information) culminating in a term research paper and annotated bibliography.

Course Outcomes

Upon successful completion of the course, the student will be able to:

- A. Write a documented research paper of at least 1000 words that includes:
 - a sophisticated introduction, multiple body paragraphs, and conclusion
 - a clearly defined, arguable thesis sentence
 - supporting details that exhibit critical thinking and use credible secondary sources
 - correct usage of MLA format, including a works cited page
 - sentences that exhibit a command of the complex/compound with minimal comma splices, sentence fuses, fragments, and mechanics
 - controlled and sophisticated word choice
 - writing in third person/universal
 - an avoidance of logical fallacies
 - demonstrating an awareness of purpose and audience
 - appropriate and purposeful use of quotations
 - correct in-text citations
 - an annotated bibliography of multiple sources
 - an avoidance of intentional and unintentional plagiarism
- B. Complete a timed essay independently in class
- C. Summarize and comprehend college level prose (will include a full reading)

Required Materials:

The Writer's Presence, 7th ed., (ISBN: 978-0-312-67262-1) Bedford/St. Martin's
1984, George Orwell (ISBN: 978-0-451-52493-5) Signet Classics
A Pocket Style Manual, 6th ed., Hacker (ISBN: 978-0-312-54254-2) Bedford/St. Martin's
***failure to obtain the required texts prior to the end of the third week of classes (8/29) will result in a drop from this course.**

A notebook for the **exclusive** use of this class, writing utensils for in-class writing assignments.

Strongly Recommended:

A computer, an Internet connection, and a dictionary.

Grading:

Essay 1	100 points
Essay 2	100 points
Essay 3 + Anno. Bib	200 points
Essay 4	100 points
Quizzes	100 points
Final Exam	100 points

The grading scale is as follows: (**note that scores are not rounded**)

A	B	C	D	F
100-90% 700-630 points	89-80% 629-560 points	79-70% 599-490 points	69-60% 489-420 points	59% & Below 419-0 points

There will be no extra credit offered for this course.

Essays:

All essays must be typed and follow Modern Language Association (MLA) guidelines. For each essay you will receive a prompt that will outline the specific requirements for each essay. All essays will be submitted via *Turnitin* on Blackboard. For each essay there will be a “workshop” day during which you will bring in a draft of your essay to workshop; if you do not participate by bringing your draft in, your final draft will be subjected to a 10% reduction of the overall grade.

Quizzes:

There will be a total of ten 10-point quizzes given throughout the semester. The quizzes will be completed online via Blackboard. Quizzes cannot be made up.

Final Exam:

This exam will be given on the date of the final examination, as designated in the Schedule of Course. The exam will cover material from the assigned reading and lecture/class discussion, as well as any activities, films, etc. from the course. No textbooks will be allowed during the exam. Only original handwritten notes (no photocopies), contained in your notebook, may be used. Your last name must be clearly printed at the top of each note page (front and back) that you intend to use for the exam.

Late Work:

Late work is not accepted. If you miss a class or forget to do an assignment you cannot make up the work. You should consult the instructor prior to missing a due date in order to avoid penalty. In the event of an unforeseen emergency event, you may make up work with verifiable documentation of the reason for your absence.

Attendance:

You are expected to attend/participate in class regularly. There are no “excused” absences. Students will be dropped prior to the final drop date after missing two consecutive weeks of class or accumulating the equivalent of two weeks of absences. “No-shows” on the first day of class will be dropped and only readmitted based upon seat availability. If you are late to class by 5 minutes or more, you will be counted absent for the day—additionally, leaving class early without prior arrangement will result in an absence. Finally, **coming to class unprepared (including but not limited to: not having your book; not having read the material; being unengaged in the class) will result in an absence. Please note that this class is a hybrid course and your participation in the class requires regular use of the course Blackboard site and email, as well as attendance of the weekly meetings on campus.**

Disruptive Behavior and Sexual Harassment

Reedley College is committed to the principle that instructors and students must treat each other with courtesy and respect, and it will take action to enforce college policies regarding behavior that violates this principle. These policies are set forth in the student code of conduct at Reedley College.

Cell phones may not be used in the classroom—do not keep them on your desk where they are likely to distract you or anyone in the class. If the vibrate mode of your phone causes it to vibrate to the degree that your classmates can hear this vibration, turn your phone completely off. **If you are observed using your phone during class you will be asked to leave the class and marked absent for the day.**

Guests are not allowed. Only those enrolled in the class will be allowed in the room.

Important Dates:

Friday, August 22nd - Last day to drop a full-term class for a refund

Friday, August 29th - Last day to register for a full-term class

Friday, August 29th - Last day to drop a full-term class to avoid a “W”

Monday, September 1st - Labor Day (no classes held, campus closed)

Friday, October 10th - Last day to drop a full-term class (letter grade assigned after this date)

Tuesday, November 11th - Veteran’s Day (no classes held, campus open)

Thursday, November 27th - Friday, November 28th - Thanksgiving holiday

Cheating and Plagiarism

Academic Dishonesty

Students at Reedley College are entitled to the best education that the college can make available to them, and they, their instructors, and their fellow students share the responsibility to ensure that this education is honestly attained. Because cheating, plagiarism, and collusion in dishonest activities erode the integrity of the college, each student is expected to exert an entirely honest effort in all academic endeavors. Academic dishonesty in any form is a very serious offense and will incur serious consequences.

Cheating

Cheating is the act or attempted act of taking an examination or performing an assigned, evaluated task in a fraudulent or deceptive manner, such as having improper access to answers, in an attempt to gain an unearned academic advantage. Cheating may include, but is not limited to, copying from another's work, supplying one's work to another, giving or receiving copies of examinations without an instructor's permission, using or displaying notes or devices inappropriate to the conditions of the examination, allowing someone other than the officially enrolled student to represent the student, or failing to disclose research results completely.

Plagiarism

Plagiarism is a specific form of cheating: the use of another's words or ideas without identifying them as such or giving credit to the source. Plagiarism may include, but is not limited to, failing to provide complete citations and references for all work that draws on the ideas, words, or work of others, failing to identify the contributors to work done in collaboration, submitting duplicate work to be evaluated in different courses without the knowledge and consent of the instructors involved, or failing to observe computer security systems and software copyrights. Incidents of cheating and plagiarism may result in any of a variety of sanctions and penalties, which may range from a failing grade on the particular examination, paper, project, or assignment in question to a failing grade in the course, at the discretion of the instructor and depending on the severity and frequency of the incidents.

Accommodations

If you have a verified need for an academic accommodation or materials in alternate media (i.e. Braille, large print, electronic text, etc.) per the Americans with Disabilities Act (ADA) or Section 504 of the Rehabilitation Act, please contact me as soon as possible.

Contact and Conferences

At different times during the semester, a student may need time with me or I may request a conference with him or her. I check my phone messages and email daily at the email address on the front page. Please do not hesitate to contact me if you are experiencing a problem, have any questions, need help or clarification from me, or have ideas and suggestions for the class. I am here to help you succeed.

Course Changes

This syllabus may change during the course of the semester to better address the class's needs. A handout explaining the new expectations will accompany such changes.

Final Examination: TBA