English 1A: College Reading and Composition

Fall 2021

**Popular Culture and the World Around Us**

**Instructor: Prof. Huertaz**

**Email:**[**Jacqueline.huertaz@reedleycollege.edu**](mailto:Jacqueline.huertaz@reedleycollege.edu)

**100% Online**

**English 1A CRN: 55157**

**4 Units**

**Transfer to CSU and UC**

**Office Hours: MW 10am-12pm (Canvas inbox or schedule a zoom meeting)**

**Class time: 100% online**

**Welcome to English 1A**

 Dear English 1 scholars,

 I am excited to teach and learn with you this summer. I look forward to getting to know you and creating a community of supportive and engaged readers and writers. I hope you’re ready and if you’re not that’s okay too...we’ll take things one step at a time.

Intro to me:

Name: Jacqueline (Jackie) Huertaz



A little about me: I teach English at multiple colleges, in addition to teaching at Reedley College, I also teach at College of the Sequoias, and Porterville College. My background in education ranges from teaching (at a younger age) after-school programs, and as a substitute teacher for Visalia Unified School District. I received a BA in English Studies and an MFA at Fresno State University (GO BULLDOGS!) I’ve been teaching college for 5 years. I’m a writer at heart and a little bit published. I love reading memoirs and poetry and am a fan of Sci-fiction, spooky tales, and zombie apocalypse shows (The Walking Dead). I spend my free time with my family and pet cats (Little Grey and Midnight), go on nature walks, cook new recipes, and read and write when I have time. I’m looking forward to a productive and great semester with you all. Please email me (using Canvas) if you have any questions at all. 😊 Prof. H

**Important info about our online class:**

In order to stay enrolled in this class you must complete the syllabus contract. This assignment count as attendance and it is how I will know that you are active and participating in class. Students that do not complete these assignments will be dropped from this course. No exceptions.

So, my job as your instructor is to teach you English—not to teach you how to learn Canvas. Of course, I am here to guide you, and have included guides, and resources for all your technology problems but please call Canvas or helpdesk first, for technology related problems. They are tech savvy and can help you troubleshoot the problem. If you’re having difficulty submitting a document through Canvas, don’t panic, just email your document using your Reedley email. I will always include a Canvas guide in a new tool or assignment.

Be prepared to spend a vast amount of time completing assignments, responding to discussion forums, creating projects with groups, and working on your critical thinking skills. Since this is an online course, you will need to prepare and orient yourself to Canvas in order to effectively post assignments. Please take the time to read through my syllabus carefully and closely. Be sure to take notes regarding late work, attendance polices, and how to communicate with me. In addition, be sure to read through the course overview and course objectives. Moreover, you can sign-up for additional assistance with the writing center online. After you have successfully read through my syllabus you will required to take the syllabus quiz and submit as an assignment. Lastly, the quiz serves as a contract acknowledging my classroom expectations and requirements for this course.

1. **Course Overview**

Students will read, analyze, and compose college-level prose, with emphasis on the expository; study writing as a process; explore different composing structures and strategies; edit and revise their own writing; and conduct research (gather, organize, evaluate, integrate, and document information), culminating in a term research paper and annotated bibliography. Students will write a minimum of 6,000 words in formal academic language. PREREQUISITE: English 132 or multiple measures' placement. (A, CSU-GE, UC, I) (C-ID ENGL 100)

1. **Course Content**

This course will focus on analyzing readings from the textbook, a longer work, and your own research. The course will be divided into three major writing projects and a final essay exam. There will also be lots of in-class activities; such as group work and projects. The focus for this course will be analysis of the rhetorical framework of both visuals and texts. Each final paper will be preceded by drafts, and all writing assignments must be completed to pass the class. You will be expected to participate in a workshop for each essay. Also, you will need to contribute to class discussions in the discussion board forum*.* Growth comes from practice; therefore, all assignments are used to calculate the final grade.

1. **Course Objectives**

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

1. Write a documented research paper 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 other mechanic problems
* Controlled and sophisticated word choice
* 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

1. Complete a timed essay independently in class
2. Summarize and comprehend college level prose (will include a full reading)

1. **What is this class about?**

The theme of this class is centered on popular culture and the world around us. We will discuss many interesting conversations related to media in relation to Dr. Roxane Gay’s concept of Bad Feminist.

**Subject Material and controversial topics:**

We will often discuss controversial and challenging subjects matters in our class. One of the values of doing this is that you will learn new perspectives and respond to them in critical and respectful ways. If you have any questions or concerns about the subject matter of class materials and discussions, I welcome you to connect with me during my office hours or via email.

**The Helpful Three:** It would be a good idea to make use of the following three resources when you have initial questions: Syllabus, Canvas, and Classmates. If you still can’t find your answers please email me.

**Textbooks:**

* Bullock, Richard, Goggin, Daly, Maureen, *The Norton Field Guide to Writing 4th edition* with *readings and MLA update.*
* Gay, Roxane *Bad Feminist*

1. **Policy on Grading**

* Assignments will be posted Monday and Friday mornings.
* Assignments posted on Monday will be due Thursday at 11:59pm. Assignments posted on Friday will be due Sunday at 11:59pm.
* **I do not accept late work.** Assignments are always due at 11:59pm.
* Do not panic if you miss the window to submit due to technical problems—just do the next best thing and send your work via Canvas inbox before 11:59pm.
* Do not attempt to submit assignments on the Canvas app using your phone. This is unreliable.
* I do not accept late essays, projects, and other major writing assignments. This includes rough drafts for peer review.
* MLA required for all writing assignments All writing projects must be formatted with one-inch margins with 12-point, Times New Roman font. The length of these writing projects will vary from 4 to 8 pages.
* A works cited page is mandatory for all essays and an annotated bibliography will be required for the research essay. All writing must adhere to MLA guidelines. If your paper does not have a work cited page, it will be marked as incomplete and you will not receive credit.

1. **Tips for completing assignments in a timely matter:**

* Do not submit assignments right before they are due. For example at 11:58pm. Give yourself at least one full hour before submitting.
* Read announcements promptly and at least three times to fully understand what I am asking you to complete. Then go to the assignment for a preview in case you might have questions. Email me if you have questions from 10am-11am.

1. **Where Do I Look for Assignments?**

Most assignments will be published Monday and Friday mornings. Assignments posted on Monday will be due Thursday @11:59pm and assignments posted Thursday morning will be due Sunday @11:59pm. You will have until midnight to complete these assignments, (with the exception of your syllabus contract due on the first day of instruction.) Other assignments, like major papers will be due usually on Sundays @11:59pm. I will create and send out announcements every Monday morning for the week and check-in with you during my office hours. If you email me outside the days and times we meet please give me 24hours to respond. To locate assignments go to Canvas click on Modules—the modules are embedded with assignments. Complete the assignments in sequential order (This schedule is subject to change depending on what is working for us at the moment).

1. Go to Canvas English 1A shell
2. Click on Modules in your navigation tool bar
3. Click on the different assignments embedded in the module and complete them in sequential order.
4. **Writing Assignments and Projects**

* Essay One: Explorative Research Essay
* Essay two: Argument Research Essay
* Essay three: Argument Research Essay
* Facilitating the conversation: With a partner of your choice you will select an essay from Bad Feminist and facilitate a lecture to the entire class.
* Final: Timed Essay on “Bad Feminist” Open Book. (Blue book)
* Peer Workshop: 50x3=150 points
* Reading responses/takeaways: You will write takeaways and responses from your assigned readings and post to canvas. Reading responses are 10-15 points each and worth 30% of your final grade.

Three times this semester, you will participate in peer review with a partner. Learning how to ask for feedback and learning how to give feedback are essential tools for college writing, so participation in these workshops should be taken very seriously. You will receive 25 points for the draft and 25 points for participating. Only students that submit a rough draft will be assigned a partner.

1. **Breakdown of Assignments**

  Discussions 20%

Projects 10%

Reading Responses 30%

Essays 40%

=100 %

 Grading Scale

90-100%                          A

80-89%                            B

70-79%                            C

60-69%                            D

0-59%                               F

* 1. **Attendance and Drop Policy:**

Attendance is vital to your success in this class. I reserve the right to drop you for non-attendance. For the purposes of this online class, non-attendance will be defined as not accessing the course or completing any assignments for two weeks.

Since we are an online class consider attendance equal to participation and failure to participate in assignments, projects, and major writing assignments may result in your dismissal from my course. On the first day of instruction, if students do not complete the syllabus quiz they will be marked as a “no show” and dropped from the course.

First day non-attendance looks like this:

On the first day of instruction, if students do not complete the syllabus quiz by 11:59pm they will be marked as a “no show” and dropped from the course.

In sum students can be dropped for non-attendance reasons if they:

1. Fail to complete the syllabus activity.
2. Fail to complete 2 consecutive week of work.

Ultimately, it’s the student’s job to drop the course by the drop deadline. Failure to do this could result in a failing grade on your transcript. If you need assistance on how to do this please contact records and admissions.

**12.Absences regarding unexpected illness or personal matter outside of class:**

If you fall ill due to Covid related issues, and miss a significant amount of class, or if there is a personal matter that takes you away from class, please contact me immediately. Unlike a job, a doctor’s note, or work note, does not excuse you from class, or exempt you from class assignments, make sure to communicate with me, to see, if we are able to get you back on track. Ultimately, it is your responsibility to drop the class before the final drop date.

1. **Communication Policy** [jacqueline.huertaz@reedleycollege.edu](mailto:jacqueline.huertaz@reedleycollege.edu) (MW 10am-12pm)

Inbox on Canvas or schedule a zoom meeting (MW 10am-12pm)

Q&A Discussion Board on Canvas (available to all students) Always send a message using canvas inbox.

1. I will be available from 10am-12pm MW via canvas inbox to answer any questions about assignments and our class. If you email me outside of this time please give me 24 hours to respond. For the first week of instruction I am pretty relaxed about answering emails as you are adjusting to Canvas but after the first week I will reinforce my communication policy.

1. I am not available the days we don’t meet. So Friday—Sunday I will be unavailable. If you email me over the weekend, I will not respond till Monday morning. In the past I have made myself super available to students, but this has taken time away from spending time with my family and not being present in creating memories with them. However, I do make exceptions if there is a major assignment due over the weekend.

**14. A guide to emailing your professor**

A successful student exhibits professionalism. Many of the answers to your questions can be found from this syllabus, Canvas, and your Student Success Groups. Always send a message using canvas inbox.

* You will address me as Dear Ms. Huertaz, or Prof. Huertaz.
* You should include the following in the subject line of your email:

            Full Name, Class Title, Section Number, Subject of Email.

 Example: Brent Staples, ENGL-1A-29864,  Office Hours Appointment

Remember that your approach to emails is a reflection on you as a student. Please use a professional tone of voice in your email and proofread before sending. I want to be able to fully understand what you are saying, so I can help you as best as I can. Keep in mind I will only respond to professionalism.

1. **A Guide for Student Success**
   1. **Be Mindful of Other Students**

* In the discussion board be mindful of your tone and sensitive to your peers and their personal experiences. Be aware. Be mindful. Be courteous. Be professional.

* 1. **Have an Open Mind**
* Together as a class, we will enter into many interesting and thought-provoking topics. Remember to hear each other out, and more importantly, to have fun discussing the topics!

* 1. **Create Community**
* Be a helpful human in the classroom, and don’t forget to utilize each other as resources. Make friends with other students in-class and exchange contact information. In the long run, this may help you if you miss class and need the notes etc. More importantly, build a supportive community for your academic space.

* 1. **Your Education—Your responsibility**
* Lastly, I want to emphasize that this is your education, and you are responsible for your grade. It is up to you, to check announcements, to do the work, turn it in on time, take notes, ask questions, and be punctual and aware throughout the duration of this course

**16. College Policies: Plagiarism and Disciplinary Action**

* By enrolling in this course, you join a community requiring academic integrity. When you write your name on an assignment, you take credit for the work contained, whether that be an entire text or only a sentence. Plagiarism, cheating, and other forms of academic dishonesty demonstrate a disrespect of the community and will not be tolerated.
* Remember to always quote and cite your sources appropriately, even if they are unpublished or from friends or classmates. An unacknowledged paraphrase, a patchwork from several sources, as well as the submission of someone else’s work (published or not), all constitute plagiarism in the eyes of the college, and will result in a failure of this course. Please ask questions if you’re ever unsure BEFORE you turn in work. Ignorance IS NOT an acceptable excuse.  You will automatically receive zero points on the assignment and the incident will be noted on your academic record if you are caught plagiarizing.
* Instructors shall be in charge of their classes and students are under obligation to respect the authority of each instructor. Reedley College seeks to develop responsible, democratic citizenship among the students enrolled. Students are responsible for their conduct. Failure to adhere to the college’s standards will result in disciplinary action. The college reserves the right to exclude at any time a student who violates student conduct standards and/or is not taking proper advantage of the opportunities offered. (See Student Right to Know on page 10). Reedley College reserves the right to exclude at any time a student who, in the judgment of the administration, is not taking proper advantage of the opportunities offered.
* If you are disruptive, and disrespectful, to myself, and to the atmosphere of my class, I will ask you to leave and not return for the following class session. I will fill out a disruptive behavior report and recommend suspension or removal of my class depending on the severity of the situation.

**17. Additional Resources for students:**

1. Canvas Information and support

* If you’re not familiar with canvas, please make the time to familiarize yourself. If you’re having trouble and cannot view the course on canvas you will have to enable the class in the settings option. It is your responsibility to call canvas and fix this problem. Call Canvas or the SCCCD Helpdesk first before contacting me.
* Reedley Canvas Support (844) 629-6837
* The Helpdesk (559) 499-6070

1. Reading and Writing Center

* The RC Reading and Writing Center is located in HUM 58. Stop by to enroll in English 272, weekly small group tutoring which is designed to help you on any writing assignment from any class. Walk-in appointments are available on the hour, and online tutorial consultations are available Monday through mid-day Friday.
* Hours: Monday - Thursday: 8 a.m. - 4 p.m.  
  Friday: 8 a.m. - 12p.m.   
  Phone: 559-638-0300 x3619  
  Email: [writingcenter@reedleycollege.edu](mailto:rc.writingcenter@reedleycollege.edu)

1. Disabled Student Programs and Services

* DSP&S provides services and accommodations to assist students who have temporary or permanent disabilities that affect academic functioning. Visit our [DSP&S Eligibility & Disability Verification](https://www.reedleycollege.edu/student-services/disabled-student-programs-and-services/dspands-eligibility-and-disability-verification.html) webpage for more information

## REGULARLY SCHEDULED HOURS:

Monday – Friday 8:00am – 5:00pm

**CONTACT:**

**Phone:**559-494-3032 **TTY:**559-638-0382 **Location:**DSP&S Building  
[Campus Map](https://www.reedleycollege.edu/_documents/about/rc-campus-map_2019.pdf)  
Reedley College  
Attn: DSP&S  
995 N. Reed Ave  
Reedley, CA 93654