

SYLLABUS

COURSE: English 26 - COLLEGE READING SKILLS

INSTRUCTOR: Dr. Paula Sullivan

OFFICE HOURS & LOCATION: By appointment

HOME PHONE: 787-3397

MEETS: 11 a.m. Mondays, Tuesdays, Wednesdays, and Thursdays in FEM 7 (Forestry, Engineering & Math Building, Room 7)

(Except these Holidays:

Labor Day - September 7

Veterans' Day - November 11

Thanksgiving - November 26-27)

Last day to drop this course: Friday, October 16. (A letter grade is issued after this date.)

COURSE DESCRIPTION

The objective of English 26 classes is to help students improve their reading skills so that they will be successful at critical reading for their other college courses. This course concentrates on improving reading comprehension and vocabulary skills.

REQUIRED BOOKS

1. John Langan's *Ten Steps to Advancing College Reading Skills*, 2nd Edition (textbook), available at campus bookstore
2. A dictionary, such as *Webster's New World Dictionary* or *The American Heritage Dictionary*.

You need to buy the books listed above immediately and to bring them to class each day.

3. Two novels of your own choosing that you have never read before and for which no *Cliff Notes* booklet exists. (I will not approve books frequently assigned in high schools either.)

Each of these two recreational-reading books, to be read outside of class, you will discuss with me and do a Book Report on. These two books you may either buy from a bookstore or borrow from a library, such as our campus library, which has a large selection. If you use a library book, be sure to renew it as necessary in order to submit the book to me along with your Book Report, so that I can properly evaluate the Book Report.

I will provide many free handouts of photocopied newspaper articles and other reading materials.

Other supplies: You should also buy a folder or three-ring binder and save all your class handouts, tests, book reports, and corrected homework in it for review before the final exam. A yellow highlighter is recommended.

COURSE REQUIREMENTS

TO PASS THIS COURSE YOU MUST DO THE FOLLOWING:

- 1) Complete all assignments, without exception, and do so satisfactorily (grade of "C" or higher)
- 2) Participate! Being both a participant and an attentive listener is the responsibility of the college student in all classes. It is not sufficient to park your body in a seat and put your mind on cruise control. By the same token, you can't contribute to a discussion or group work if you are not in class, nor can you expect to make progress in reading improvement. Therefore, you also need to
- 3) Have accumulated no more than three absences by the mid-term date, no more than 5 absences total for the semester. Aim to be here all the time!
- 4) Pass the final exam.

RULES FOR BEING ALLOWED TO CONTINUE IN THIS CLASS

- 1) Of course, your classroom conduct at all times must show respect for learning and for others.
- 2) You must have completed all assignments and taken all tests to date.
- 3) You must have good attendance. **You are expected to attend class every day** it is in session, barring an excused absence for serious illness or injury (for which a phone call to me at the outset [787-3397] is required and a doctor's note recommended). Three absences accumulated by or before the mid-term date will automatically result in a student being dropped from the class.*

You must make up all work missed in the unfortunate event that you are ever absent.** Ask a classmate, or phone me directly, to find out what class work and homework you are missing. When you make up work missed, although the absence still counts toward the maximum number of absences allowed, your grade for daily work will not be hurt. Make-up tests are strongly discouraged and are made more difficult to pass than the original tests. (Otherwise, make-up tests would give laggards an unfair advantage of extra preparation time.) Frankly, it's easier and better for you to just come to class all the time as you are supposed to.

*Two "tardies" (arrivals in class after instruction has begun) count as one absence.

**Similarly, if God forbid, you should ever become seriously ill when written work is due, have a friend put your written work in my mail box so that it will not be graded down for lateness. (My mail box is in the Mailbox Room for adjunct faculty, located behind the receptionist's desk in the Administration Building.)

GRADING AND CREDIT

English 26 is a three-unit course required for graduation. The class is offered on a graded basis, with a credit/no credit option. If you register to take this class credit/no credit, you must earn at least a C to get credit. A grade of C or better will also mean that you have met the reading requirement advised for eligibility for English 1A. (There is also a writing requirement advised for eligibility for English 1A, namely English 25.)

Each of the following four areas accounts for 25% of your final grade in the course:

- 1) Daily work, including homework and class participation
- 2) Assessments of your outside reading of two books
- 3) Unit tests (based on chapters of the textbook) of reading-comprehension skills
- 4) Final examination.

