

SYLLABUS

COURSE: **English 26 - COLLEGE READING SKILLS**

INSTRUCTOR: Dr. Paula Sullivan

OFFICE HOURS & LOCATION: By appointment

HOME PHONE: 787-3397 (Use my home phone, not a campus phone.)

MAILBOX: In the Mailbox Room for adjunct faculty, located behind the receptionist's desk in the Administration Building

MEETS: **2:00 p.m four days a week (M T W Th)* in SOC-31 (Social Science Building, Room 31)**. The Social Science Building is located in the southwest end of the campus, close to both Manning and Reed Avenues. It is in front of and perpendicular to the Business Education Building and the Humanities Building.

*Except these two Holidays: Monday, January 17 and Monday, February 21.

Last day to drop this course: Friday, March 10. (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 focuses on improving vocabulary and reading comprehension skills.

REQUIRED BOOKS

1. John Langan's *Ten Steps to Advancing College Reading Skills*, 3rd Edition (textbook), available at campus bookstore
2. A dictionary. A pocket dictionary or calculatorlike, miniature electronic dictionary is acceptable.

Buy the books listed above immediately and 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.) The novel must be a full-length novel, not a novella or long short story. It must also be written at an adult reading level; no children's books or Young Adult (YA) books will be approved.

You will read the two novels outside of class as homework. You will discuss these books with me and write book reports on them. (Book Report Guidelines will be handed out soon.) You may either buy these books or borrow them free from a library, such as our campus library. If you use a library book, be sure to renew it in order to submit the book along with your Book Report. This is necessary so that I can properly evaluate the Book Report. I will return the novel to you along with your graded book report.

I will provide many free handouts of photocopied newspaper articles and other reading materials. (Save them along with corrected tests for review before the final exam.)

Final exam date

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! Active listening and thinking count. But it is not sufficient to park your body in a seat and put your mind on cruise control.
- 3) Even more elementary and obvious: You cannot learn the material presented if you are not here. Therefore you must have 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. (Note: 3 "tardies" = 1 absence.)

In the unfortunate event that you are ever absent, **you must make up all work missed.** Ask a classmate, or phone me directly, to find out what class work and homework you missed. When you make up work missed, although the absence still counts toward the maximum number of absences allowed, your grade for daily work does not suffer. Make-up tests are more difficult than the original tests. (The rationale: No one should have the unfair advantage of extra preparation time over his/her classmates.) Frankly, it's easier and better for you to just come to class all the time as you are supposed to.

If you are ever out 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.

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 is weighted 25% of your final grade in the course:

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