

Syllabus for: English 1A – Analytical Reading & Writing	
Semester & Year:	Spring 2013
Course ID and Section Number:	031778 #1778
Number of Credits/Units:	4
Day/Time:	MWF, 11:40-1:05
Location:	FM106 and LRC103 (details in course calendar)
Instructor's Name:	Jacqui Cain
Contact Information:	Jacqui-cain@redwoods.edu
<p>Course Description: A transfer-level course in critical reading and reasoned writing. Students analyze issues and claims presented in visual, oral, or written arguments and write analytical and argumentative essays based on those issues. Research and source-based writing, employing correct MLA documentation, is required.</p> <p>PREREQUISITE: English 150 with a C grade or better or assessment recommendation for English 1A.</p>	
<p>Student Learning Outcomes:</p> <ol style="list-style-type: none"> 1. Analyze argumentative claims. 2. Respond to arguments with persuasive critical essays. 3. Locate, synthesize, and document sources for use in response to arguments. 4. Revise and edit for sentence structure and mechanics. 	
<p>Required Texts and Materials:</p> <ul style="list-style-type: none"> • <i>They Say, I Say: The Moves That Matter in Academic Writing</i>, 2nd ed, by Graff & Birkenstein • <i>The Academic Writer</i>, 2nd edition, by Ede • <i>The Omnivore's Dilemma</i> (paperback edition), by Pollan • <i>A Pocket Style Manual</i>, 6th edition, by Sommers & Hacker • Readings on MyCR <ul style="list-style-type: none"> ○ A composition notebook ○ Access to the Internet ○ Access to word processing and printing ○ Flash storage device 	
<p>Teaching Philosophy: <i>"What we have to learn to do, we learn by doing" -- Aristotle</i></p> <p>The philosophy that guides my teaching is that students learn best when they are actively engaged in the process, as opposed to passively receiving information. Therefore, each lecture, group exercise and assignment builds upon previous work and your own experiences. Together, we will create an environment of clear communication; one that is safe for you and your peers to freely exchange ideas and work together towards mastery of the material. One way we will do this is by the many rubrics you'll find throughout this course. I will not just "grade" your work. I will demonstrate how you can accurately assess your own work at each step of the writing process using rubrics and other activities I'll make available. When you complete this</p>	

course you can be confident that you can successfully participate in academic writing for the remainder of your college career and beyond.

Special accommodations: College of the Redwoods complies with the Americans with Disabilities Act in making reasonable accommodations for qualified students with disabilities. Please present your written accommodation request at least one week before the first test so that necessary arrangements can be made. No last-minute arrangements or post-test adjustments will be made. If you are an individual with a disability who requires an accommodation to maximize your success in academic programs or campus activities, contact Disabled Students Programs and Services (DSPS) located behind the bookstore in building T-20, Mon- Friday, 7:30 a.m. to 5:00 p.m., or call 476-4280, TDD 476-4282.

Evaluations & Assignments

Participation/Homework/Discussion	100
Reading Responses 15 x 15 points each	225
Grammar Quizzes 5 x 10 points each	50
Essay #1 (1200-1500 words)	100
Essay #2 (research paper 2000+ words)	150
Group Presentation	25
Group Project Report	50
Annotated Bibliography	100
Essay #3 (final reflection 1200-1500 words)	100
Peer Reviews 10, 15 and 25 points each	50
Final	50
★ ANY STUDENT WITH AN "A-" OR HIGHER IS EXEMPT FROM TAKING THE FINAL ★	
TOTAL:	1000 pts

Students must earn a grade of C (700 points) in order to pass the course.

100-97% = A+ -----87% = B+ -----77% = C+
-----93% = A -----83% = B -----70% = C
-----90% = A- -----80% = B- -----60% = D anything below 60% = F

Attendance is mandatory and I take roll at the beginning of class. Regular attendance is very important in college, both for your own success, as well as to create a positive learning community in the classroom. In addition, after missing more than two weeks (of a 15 week semester), students have lost their ability to master all of the skills offered by the course. Because of this, it is the policy of the English Department at College of the Redwoods that any student who misses more than 6 unexcused class sessions during weeks 1-10 will be dropped (see note below on "excused" absences.)

If you miss a class, you are still expected to come to class prepared. You will be provided with a course calendar that will allow you to follow what was done in class the day you were absent, and what homework is due. I will not provide lecture notes for what happens in class sessions; it is your responsibility to find out from another student what happened in class the day that you missed, and for this reason you are strongly encouraged to exchange contact information with several other students in class.

If you come 20 minutes late or unprepared that will count as ½ an absence. Also, if you leave more than 20 minutes early, it will also count as half an absence. Don't plan appointments during class time, unless it is an emergency. In other words, if you are tardy or leave early two times, that will equal one unexcused absence; or, if you are tardy once, and come once unprepared to participate, that will also be the equivalent of one absence.

Unexcused Absences: Students are allowed six unexcused absences before being dropped. It is expected that students will get sick, have to attend a funeral, miss a bus, or have a day-care problem, etc., a few times during a semester; however, as noted above, once a student misses more than two full weeks of class it is no longer possible for them to achieve the outcomes of the course and they should welcome the opportunity to retake the class another time.

Student Athletes: I will be notified by the athletic department when student athletes will be required to miss class, and those absences are automatically considered “excused.” Student athletes are still expected to come prepared and with their homework to the next scheduled class session, and will not be given automatic extensions on assignment deadlines.

Excused Absences: Medical or legal emergencies will be considered “excused” absences with documentation. Examples include a court date or a visit to the ER for the student or their dependent. Because your instructor allows for excused absences only in rare circumstances, students are strongly encouraged to miss class only when they absolutely must. You don't want to find yourself skipping a few classes at the beginning of the quarter, and then later getting a cold and missing a bus putting you over the six-absence limit!

Census Week: Be aware that if you've missed two classes and have not turned in work, your name will be cleared from the class roster following Friday of Week 3 (Census Week).

Student Responsibilities:

The general rule for college classes is that for every hour spent in class (4/wk), students should expect a minimum of 2-3 hours working outside of class: expect to spend at least 8-12 additional hours each week reading, writing, or doing other related activities.

Your regular attendance is crucial for success and for understanding the expectations of individual assignments. Extensive independent reading and/or writing is required to be prepared for each class. Being prepared will improve your learning experience (and your grade).

Not only will coming prepared help you make the most of class time, it is also crucial to the success of the others in the classroom as I will often ask you to work in groups.

ASK QUESTIONS!!! The only questions that you should not ask are things such as “when is the due date” and “what are we doing today,” as you should already have that information at your fingertips. Everything else is welcomed, and encouraged! I know that for every question I get in class, there are at least three others that have gone unasked, and I am only so good at second-guessing.

Late Work and Make-Ups: Due dates are for the beginning of class on the day an assignment is due.

Students may request one ‘no-penalty’ 48-hour **extension** of the due date for any assignment except Essay #3 and the final reflection: this includes the group project if every member of the group agrees. Requests must be made prior to the due date – *not during class the day the assignment is due*. Email requests can be made any time up to the beginning of the class.

Once the no-penalty extension has been granted, I will still accept the first two essays, the annotated bibliography and the group project late, deducting 10% of the allowable points for every 24-hour period after the due date (including weekends); in other words, if your essay is 1 minute, or 20 hours late, you get a 10% penalty. Assignments will not be accepted more than 5 days (120 hours) past the deadline. Essays submitted late are not eligible for revision. (**see note below**)

Essay 3 will be accepted only until the beginning of the final exam (with the same 10% penalty per day), and after that time it will not be accepted and will earn a grade of zero.

I do not accept late homework, this includes the Reading Responses and Discussion Board postings.

Students who miss a quiz, either due to an excused or an unexcused absence, have one-week from the originally scheduled date of the quiz to schedule a **make-up** quiz in the Testing Center. It is the responsibility of the student to contact me and arrange the make-up quiz.

Revisions: Students have the option of resubmitting one assignment for a higher grade, excluding essay #3 and the group presentation, if they meet the following criteria:

- the essay or assignment went through the peer review process
- the essay was not turned in late
- the essay earned a B+ grade or lower
- they meet with the instructor to discuss the score and come up with strategy for revision (this can just be a few minutes after class or by email)
- the revision must be turned in no later than one-week after it was returned to the student

Misc. Classroom Policies:

Food – Food is not permitted in the classroom. Beverages are allowed so long as they are in a container that will not spill (has a lid). If someone has a medical condition that requires them to

eat during class, they need to contact me privately in order to make an accommodation.

Bathroom – please do not get up and go to the restroom during class unless it is an emergency.

Electronics – students may use electronic devices to take notes during class. All other types of technology, such as MP3 players, phones, or gaming devices, must be put away at the start of class. If you have a specific situation, such as you are expecting a call from the babysitter, please tell your instructor in advance and if you have to answer the phone, please go outside.

Behavior -- This is an environment of growth, openness, and mutual respect. Students are expected to arrive prepared and remain attentive and involved in the class. A student will be asked to leave the class for distracting, inattentive or disrespectful behavior. All judgment regarding what is appropriate behavior rests solely with me. At the same time, please let me know about any problems that may exist that I may be unaware of.

Extra Credit – Extra credit may be offered if a learning opportunity arises that I want to encourage students to participate in. For example, if a guest lecturer is on campus, or if the college is screening a film that would enhance the curriculum. Extra credit will not be offered just to help a student raise their grade.

Contesting a Grade -- Students have one-week from the time an assignment has been returned to contest the grade with the instructor: after that time the grade will stand. If for any reason you are not sure why you earned the grade you received, or if you unclear on the grading policies, or think that something in your work was overlooked or misunderstood by the, please do not hesitate to contact me immediately. This is especially true if you are thinking about revising your work and resubmitting it for a higher grade.

Incompletes – A student may request an Incomplete if they are passing and have turned in all of the major assignments except the final research essay. Incompletes are not automatically granted, and are only offered due to extenuating circumstances. For example, in the past, I have allowed an incomplete when a student was hospitalized during the last week of the course. They are not to be used to allow for vacations, or just for an extension on the final assignment.

Academic Misconduct: Cheating, plagiarism, collusion, abuse of resource materials, computer misuse, fabrication or falsification, multiple submissions, complicity in academic misconduct, and/ or bearing false witness will not be tolerated. Violations will be dealt with according to the procedures and sanctions proscribed by the College of the Redwoods. Students caught plagiarizing or cheating on exams will receive an “F” in the course. The student code of conduct is available on the College of the Redwoods website at:

<http://www.redwoods.edu/District/Board/New/Chapter5/Ap5500.pdf>

Plagiarism:

It is the policy of the English Department at CR that all essays for this course must be submitted

to turnitin.com prior to grading: links and information on how to do this will be provided in MyCR where you turn in your work. I will not grade any essay that has not gone through this process; you will be notified by email and given the opportunity of resubmitted it as "late" work.

Plagiarism is the use of another's words or ideas in your writing without acknowledging that they are not your own. When you use someone's direct words or even an idea unique to an individual author, you must cite your source. This includes paraphrasing and summarizing from a text. Because this is such a critical concept for students to understand, you will be provided with detailed information on how to avoid plagiarism, and how to correctly site source material within your essays.

The sanctions for plagiarism in this course are as follows: any student found plagiarizing will receive a "0" for the paper in question; however, if the student is otherwise eligible, they may resubmit their essay (see the section in the syllabus on **Revisions**). A second instance of plagiarism will result in a failing grade for the quarter.

The instructor reserves the right to make adjustments to the syllabus and course calendar as necessary. Students will be notified of any changes in an announcement in MyCR, as well as a verbal announcement in class.

College of the Redwoods is committed to equal opportunity in employment, admission to the college, and in the conduct of all of its programs and activities.

Course Calendar (abridged)

- Week 1: Thinking About Writing
- Week 2: Critical Reading
- Week 3: Rhetorical Approaches
- Week 4: Planning & Drafting
- Week 5: Analysis & Argument
- Week 6: Claims & Support
- Week 7: Introduction: The Research Project
- Week 8: Writing "I Say"
- Week 9: Reasoning Strategies/Approaches
- Week 10: Revising/MLA
- Week 11: Oral Presentations
- Week 12: Oral Presentations, cont./Proofreading
- Week 13: Advanced Editing & Research Strategies
- Week 14: Portfolios
- Week 15: Reflection/Conferences

FINAL EXAM:
Monday, May 6th,
10:45-12:45 a.m.