

McLennan

C O M M U N I T Y

COLLEGE

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

COMPOSITION I

ENGLISH - 1301 – C47

Garry Ross, PhD

NOTE: This is an Dual Credit course.

NOTE: This is a 16-week Course

NOTE: This is a Blended/Hybrid course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals. We are also concerned for your safety. We are working through COVID-19 guidelines to make sure we offer a safe environment for you and our faculty. This will include smaller class sizes to manage social distancing and proper cleaning techniques. You will have the advantage of a physical classroom experience but may also need to work part of the time online as we adjust to limited classroom capacity. This will also allow us the flexibility to move online if so directed by federal, state and/or local COVID 19 guidelines. Faculty and staff are preparing now to ensure that you have the best experience in the midst of these uncertain times.

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Course Description:

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis is on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus is on writing the academic essay as a vehicle for learning, communication, and critical analysis.

Prerequisites and/or Corequisites:

Prerequisite: TSI complete in Writing or the equivalent. Semester Hours 3 (3 lec)

Course Notes and Instructor Recommendations:

Taking notes will be essential. Cell phones must not be out during class

Instructor Information:

Instructor Name: Garry Ross, PhD

MCC Email gross@mclennan.edu

Phone Number: 254-541-8773 Texting only. Identify yourself in your text. No texts after . 8:00 p.m.

Office Hours: By phone

Required Text & Materials:

Title: *Writing is Easier Than You Think*

Author: Nicholas Webb

https://drive.google.com/file/d/1eKoZF7bPnw9AUxYLU_WpAclZ2qxBAE9/view

MCC Bookstore Website: <http://www.mclennan.edu/bookstore/>

Student Support/Resources:

MCC provides a variety of services to support student success in the classroom and in your academic pursuits to include counseling, tutors, technology help desk, advising, financial aid, etc. A listing of these and the many other services available to our students is available at <http://www.mclennan.edu/campus-resource-guide/>

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources, we encourage you to contact a success coach by calling (254) 299-8226. Students can visit the Completion Center Monday-Friday from 8:00 a.m.-5:00 p.m. to meet with a success coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry)

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is open 12:00 p.m.-1:00 p.m., Monday-Friday, without an appointment. The Completion Center and pantry are located on the Second Floor of the Student Services Center (SSC).

MCC Foundation Emergency Grant Fund:

Unanticipated expenses, such as car repairs, medical bills, housing, or job loss can affect us all. Should an unexpected expense arise, the MCC Foundation has an emergency grant fund that may be able to assist you. Please go to <https://www.mclennan.edu/foundation/scholarships-and-resources/emergencygrant.html> to find out more about the emergency grant. The application can be found [here](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf) (https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

Minimum Technical Skills:

Students should have basic computer skills, knowledge of word processing software, and a basic understanding of how to use search engines and common web browsers.

Backup Plan for Technology:

In the event MCC's technology systems are down, you will be contacted/notified through your MCC student email address. Please note that all assignments and activities will be due on the date specified in the Instructor Plan unless otherwise noted by the instructor.

*** [Click Here for the Minimum System Requirements to Utilize MCC's D2L/Brightspace](https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html)**
(<https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html>)

Click on the link above for information on the minimum system requirements needed to reliably access your courses in MCC's D2L/Brightspace learning management system.

Email Policy:

McLennan Community College would like to remind you of the policy (<http://www.mclennan.edu/employees/policy-manual/docs/E-XXXI-B.pdf>) regarding college email. All students, faculty, and staff are encouraged to use their McLennan email addresses when conducting college business.

A student's McLennan email address is the preferred email address that college employees should use for official college information or business. Students are expected to read and, if needed, respond in a timely manner to college emails.

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Instructional Uses of Email:

I expect you to check your MCC email regular basis and communicate with me using it. I prefer this source of communication rather than Brightspace, which will be used for assignments. I check my email everyday. I do not check Brightsoace everyday.

Email on Mobile Devices:

The College recommends that you set up your mobile device to receive McLennan emails.

Forwarding Emails:

You may forward the emails that come to your McLennan address to alternate email addresses; however, the College will not be held responsible for emails forwarded to an alternate address that may become lost or placed in junk or spam filters.

Methods of Teaching and Learning:

All English 1301 instructors will assign a research project with shared parameters that will be graded by a common rubric. The project will include both a written product and a presentation. To meet core objectives, students will accurately evaluate, compare, and integrate at least 5 secondary sources; cite sources correctly and appropriately using MLA documentation style; and work together to improve the product through shared data collection, peer review, and self and team-member analysis. In addition, there will be weekly lectures, written papers, exams, quizzes, and exercises.

Course Objectives and/or Competencies:

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively. Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

- **Critical Thinking (CT)** -- to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Communications Skill (COM)** -- to include effective development, interpretation and expression of ideas through written, oral and visual communication
- **Teamwork (TW)** -- to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility (PR)** -- to include the ability to connect choices, actions and consequences to ethical decision-making

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Course Outline or Schedule:

Week 1	Syllabus Review; Brightspace review; Standard English 101.
Week 2	Film Review; Invention Exercise Due
Week 3	Film Review; Paper 1 Rough Draft Due
Week 4	Workshop Rough Drafts; Paper 1 Final Draft Due
Week 5	Descriptive Essay; Paper 2 Invention Exercise Due
Week 6	Paper 2 Rough Draft Due
Week 7	Workshop Rough Drafts; Paper 2 Final Draft Due
Week 8	Rhetoric of Argument
Week 9	Arguing a Position; Paper 3 Invention Exercise Due
Week 10	Arguing a Position; Paper 3 Rough Draft Due
Week 11	Workshop Rough Drafts; Paper 3 Final Draft Due
Week 12	MLA Review; Paper 4 Rough Draft Due
Week 13	Presentations Week!
Week 14	Paper 4 Final Draft Due
Week 15	Final Prep;
Week 16	Final Exam

Papers:

- 1 Remembering an Event
- 2 Explaining a Concept
- 3 Arguing a position
- 4 Research Paper
- 5 Final – written portion

WARNING: Any changes to this calendar will be made during lecture and as an announcement on Brightspace and/or via student email.

Course Grading Information:

By the end of the semester, students will have written at least 5 essays totaling approximately 4000 words and/or 20 pages. The following guidelines serve as the ratio for determining final grades:

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Essay 1	100 points
Essay 2	150 points
Essay 3	200 points
Essay 4	300 points
Final Exam	100 points
Total	850 points

Your course grade will be the percentage of the total points that you achieve in the semester. For example, if you have 800 points, your average will be 94%, which equals an “A” for the course.

The grade breakdown is as follows:

A 90-100; B 80-89; C 70-79; D 60-69; F below 60

Cheating and/or plagiarism will not be tolerated for any reason and will result in an “0” for the assignment..

Late Work, Attendance, and Make Up Work Policies:

Late work is will be accepted FOR A DEDUCTION OF A LETTER GRADE PER DAY LATE.

Attendance is mandatory; however, in light of the current national crisis my enforcement of this policy will be lenient. **Do not come to class if you are unwell: unwell is defined as anything from the sniffles to a fever.** Communication is always best when it comes to absences. I can help you more if I know what is going on. The course is planned out; therefore, in most cases, an absence can be planned around (with communication).

Make up work will be on a case-to-case basis, and based on the student’s overall performance in the class.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain classroom decorum that includes respect for other students and the instructor, prompt and regular attendance, and an attitude that seeks to take full advantage of the education opportunity. Phone calls and texts will not be tolerated in class. If you have an emergency situation arise, please take your conversation into the hallway.

*** [Click Here for the MCC Academic Integrity Statement](#)**

(www.mclennan.edu/academic-integrity)

The link above will provide you with information about academic integrity, dishonesty, and cheating.

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*** [Click Here for the MCC Attendance/Absences Policy](https://www.mclennan.edu/highlander-guide/policies.html)**

(<https://www.mclennan.edu/highlander-guide/policies.html>)

Click on the link above for the college policies on attendance and absences. Your instructor may have guidelines specific to this course.

Accommodations/ADA Statement

Any student who is a qualified individual with a disability may request reasonable accommodations to assist with providing equal access to educational opportunities. Students should contact the Accommodations Coordinator as soon as possible to provide documentation and make necessary arrangements. Once that process is completed, appropriate verification will be provided to the student and instructor. Please note that instructors are not required to provide classroom accommodations to students until appropriate verification has been provided by the Accommodations Coordinator. Instructors should not provide accommodations unless approved by the Accommodations Coordinator. For additional information, please visit mclennan.edu/disability.

Students with questions or who require assistance with disabilities involving physical, classroom, or testing accommodations should contact:

disabilities@mclennan.edu

254-299-8122

Room 319, Student Services Center

*** [Click Here for more information about Title IX](http://www.mclennan.edu/titleix/)**

(www.mclennan.edu/titleix/)

We care about your safety, and value an environment where students and instructors can successfully teach and learn together. If you or someone you know experiences unwelcomed behavior, we are here to help. Individuals who would like to report an incident of sexual misconduct are encouraged to immediately contact the Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Vice President for Student Success) at 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC by calling 299-8210. The MCC Student Counseling Center is a confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting the following website: <http://www.lighthouse-services.com/mclennan/>.

McLennan's Title IX webpage (<http://www.mclennan.edu/titleix/>) contains more information about definitions, reporting, confidentiality, resources, and what to do if you or someone you know is a victim of sexual misconduct, gender-based violence or the crimes of rape,

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acquaintance rape, sexual assault, sexual harassment, stalking, dating violence or domestic violence.

** You will need to access each link separately through your Web browser (for example: Internet Explorer, Mozilla, Chrome, or Safari) to print each link's information.*