

Updated 07/18/2023



WACO, TEXAS

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**COURSE SYLLABUS**

**AND**

**INSTRUCTOR PLAN**

**COMPOSITION I**

**ENGLISH - 1301 – D007**

**CHRISTOPHER ROSE**

**NOTE: This is a 16-week course.**

**NOTE: This is a Face-to-Face course.**

AN EQUAL OPPORTUNITY INSTITUTION

FALL 2023

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1301 D007

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### **Course Description:**

Intensive study of and practice in the strategies and techniques for developing research-based expository and persuasive texts.

Emphasis is on effective and ethical rhetorical inquiry, including primary and secondary research methods; critical readings of verbal, visual and multimedia texts; systematic evaluation, synthesis, and documentation of information sources; and critical thinking about evidence and conclusions.

### **Prerequisites and/or Corequisites:**

ENGL 1301 or its equivalent with a grade of C or better or consent of division chair. Semester hours 3 (3 lec)

### **Course Notes and Instructor Recommendations:**

Students will need to familiarize themselves with Brightspace and have access to Microsoft Word. Much of the work this semester will be done in class with pen/pencil and paper.

### **Instructor Information:**

Instructor Name: Christopher Rose

MCC Email: [crose@mclennan.edu](mailto:crose@mclennan.edu)

Office Phone Number: 254-299-8807

Office Location: FOB 204

Office/Teacher Conference Hours: MW 11:10am-12:50pm, TTh 9:30am-11:00am, 1:00pm-2:20pm. Appointments can also be set up via Zoom.

### **Required Text & Materials:**

Title: *Writing is Easier than you Think*

Author: Nicholas Webb

Edition: Online, book can be found on Brightspace

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

### **Methods of Teaching and Learning:**

Lecture, discussion groups, in-class assignments with writing, and papers.

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## **Course Objectives and/or Competencies:**

At the end of this course students should be able to . . .

- Employ the various techniques belonging to each stage of writing: pre-writing, drafting, revising.
- Arrange a well-constructed essay using attributes of each specific genre, displaying an understanding of the rhetorical situation..
- Use effective MLA formatting and text citation.
- Understand rhetorical conventions: audience, purpose, and genre.

## **Course Outline or Schedule**

Unit 0 (Aug. 21-25): This first week is used for introduction to the course and to each other. We will discuss writing process and write our first essay, the Diagnostic Essay.
Unit 1 (Aug. 28-Sep. 13): This unit focuses on descriptive and narrative writing, with an emphasis on thematic cohesion. The paper for this unit is the Personal-Descriptive Essay.
Unit 2 (Sep. 13-Oct. 9): This unit focuses on descriptive and analytical writing. Students will select a movie and analyze one character's development throughout that movie. The paper for this unit is the Film Analysis Essay.
Unit 3 (Oct. 9-Oct. 30): This unit focuses heavily on MLA in-text citation method, preparing students to respond to critics who wrote about their selected movie. The paper for this unit is Responding to Critics Essay.
Unit 4 (Oct. 30-Dec. 4): This unit focuses on research methodology, argumentation, and continues the emphasis on MLA in-text citation method. The paper for this unit is the Argument Essay.

## **Course Attendance/Participation Guidelines:**

If a student is not in attendance in accordance with the policies/guidelines of the class as outlined in the course syllabus as of the course census date, faculty are required to drop students from their class roster prior to certifying the respective class roster. A student's financial aid will be re-evaluated accordingly and the student will only receive funding for those courses attended as of the course census date.

Before the 60% point of the semester, a student who is absent for 25% or more of a face-to-face or blended course or who misses 25% or more of assigned work for an online course will be withdrawn from the course with a grade of W. A student may also request to be withdrawn with

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a grade of W before the 60% point of the semester. After the 60% point of the semester, the student may request to be withdrawn if the student is passing, or be assigned the final grade earned at the end of the semester after grades have been updated to reflect missing work.

This means:

If a student does not attend class before Sep. 6th (census date), they will be dropped from the class. This can negatively impact the student's ability to receive financial aid in the future.

If a student chooses to drop the class before Sep. 6th, they may do so, and the course will not appear on their transcript at all. Before making this choice, the student should speak with me to address their concerns. If I can provide the resources, advice, and/or encouragement needed for the student to successfully complete the class, I will be happy to do so. If after speaking with me, the student still wishes to drop the course, they should first check with their advisor and with the Office of Financial Aid to ensure they understand how dropping a class might affect their timeline to graduation and their ability to receive financial aid/scholarships in the future.

If a student chooses to withdraw from the class between Sep. 6th (census date) and Oct. 23rd (the 60% point in the semester), they may do so, and the grade on their transcript will be a W. Again, the student should consult with me, their advisor, and the Financial Aid Office to ensure they are making a fully informed decision.

Please note: Students are limited to 6 withdrawals throughout their undergraduate education at all Texas public colleges and universities (combined total).

If a student is absent from 8 class meetings before Oct. 23rd, the instructor may withdraw them from the class, and the grade on their transcript will be a W.

If a student reaches 8 absences after Oct. 23rd, they may receive an F for the course.

Attendance will be taken at the start of class. Students who arrive up to 20 minutes late will be counted tardy. After 20 minutes, the student will be counted absent. Three tardies will equal one absence. If a student is tardy, it is their responsibility to speak with me after class to ensure they are marked "tardy" and not "absent."

### **Course Grading Information:**

Final grades will correspond to the following scale: A = 90-100   B = 80-89   C = 70-79   D = 60-69   F = 0-59

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Any violation of academic integrity will result in a 0 for the assignment.

Unit I: Personal-Descriptive Essay (20%)

Unit II: Film Analysis (20%)

Unit III: Responding to Critics (30%)

Unit IV: Argument Essay (30%)

Each unit is further broken down into weighted categories:

Grade Item	Weight
Unit Assignments	20
Peer-Review for Final Paper	20
Final Paper	60

### **Late Work, Attendance, and Make Up Work Policies:**

The major papers of the class are two points off every two days. Other assignments cannot be accepted three weeks post-due date, but exceptions can be made up due to sickness, traumatic events, etc.—students will need to make arrangements with the professor. The only assignments that cannot be made up are the peer review assignments. If students are absent for the peer-review they should make arrangements to have their rough draft present in the classroom.

### **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.”

### **[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 additional guidelines specific to this course.

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## **ACADEMIC RESOURCES/POLICIES**

### **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. For additional information, please visit [www.mclennan.edu/disability](http://www.mclennan.edu/disability).

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

[disabilities@mclennan.edu](mailto:disabilities@mclennan.edu) 2542998122 Room  
319, Student Services Center

### **Title IX:**

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 acting Title IX Coordinator at [titleix@mclennan.edu](mailto:titleix@mclennan.edu) or by calling, Dr. Claudette Jackson, (Accommodations/Title IX) at (254) 299-8465. MCC employees are mandatory reporters and must report incidents immediately to the Title IX Coordinator. Individuals may also contact the MCC Police Department at (254) 299-8911 or the MCC Student Counseling Center at (254) 299-8210. The MCC Student Counseling Center is a

confidential resource for students. Any student or employee may report sexual harassment anonymously by visiting <http://www.lighthouse-services.com/mclennan/>. Go to McLennan's Title IX webpage at [www.mclennan.edu/titleix/](http://www.mclennan.edu/titleix/). It 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, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence.

### **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/>

Academic Support and Tutoring is here to help students with all their course-related needs. Specializing in one-on-one tutoring, developing study skills, and effectively writing essays. Academic Support and Tutoring can be found in the Library and main floor of the Learning Commons. This service is available to students in person or through Zoom. You can contact the Academic Support and Tutoring team via Zoom or email ([ast@mclennan.edu](mailto:ast@mclennan.edu)) by going to our website (<https://www.mclennan.edu/academic-support-and-tutoring/>).

College personnel recognize that food, housing, and transportation are essential for student success. If you are having trouble securing these resources or want to explore strategies for balancing life and school, we encourage you to contact either MCC CREW – Campus Resources Education Web by calling (254) 299-8561 or by emailing [crew@mclennan.edu](mailto:crew@mclennan.edu) or a Success Coach by calling (254) 299-8226 or emailing [SuccessCoach@mclennan.edu](mailto:SuccessCoach@mclennan.edu). Both are located in the Completion Center located on the second floor of the Student Services Center (SSC) which is open Monday-Friday from 8 a.m.-5 p.m.

Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff. To schedule an appointment, go to [https://mclennan.co1.qualtrics.com/jfe/form/SV\\_07byXd7eB8iTqJg](https://mclennan.co1.qualtrics.com/jfe/form/SV_07byXd7eB8iTqJg). Both the Completion Center and Paulanne's 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 at

[https://www.mclennan.edu/foundation/docs/Emergency\\_Grant\\_Application.pdf](https://www.mclennan.edu/foundation/docs/Emergency_Grant_Application.pdf).

**MCC Academic Integrity Statement:**

Go to [www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity) for information about academic integrity, dishonesty, and cheating. The unauthorized use of artificial intelligence (AI) for classwork can be a violation of the College's General Conduct Policy. Whether AI is authorized in a course and the parameters in which AI can be used in a course will be outlined by each instructor.

**Minimum System Requirements to Utilize MCC's D2L|Brightspace:**

Go to <https://www.mclennan.edu/center-for-teachingandlearning/FacultyandStaffCommons/requirements.html> for information on the minimum system requirements needed to reliably access your courses in MCC's D2L|Brightspace learning management system.

**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 notified via 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.

**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. For more information about your student email account, go to [www.mclennan.edu/studentemail](http://www.mclennan.edu/studentemail).

**Instructional Uses of Email:**

Faculty members can determine classroom use of email or electronic communications. Faculty should expect and encourage students to check the college email on a regular basis. Faculty should inform students in the course syllabus if another communication method is to be used and of any special or unusual expectations for electronic communications.

If a faculty member prefers not to communicate by email with their students, it should be reflected in the course syllabus and information should be provided for the preferred form of communication.

**Email on Mobile Devices:**

The College recommends that you set up your mobile device to receive McLennan emails. If you need assistance with set-up, you may email [Helpdesk@mclennan.edu](mailto:Helpdesk@mclennan.edu) for help.

You can find help on the McLennan website about connecting your McLennan email account to your mobile device:

- [Email Setup for iPhones and iPads](#)
- [Email Setup for Androids](#)

**Forwarding Emails:**

You may forward 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 be lost or placed in junk or spam filters.

For more helpful information about technology at MCC, go to [MCC's Tech Support Cheat Sheet](#) or email [helpdesk@mclennan.edu](mailto:helpdesk@mclennan.edu).

**Disclaimer:**

The resources and policies listed above are merely for informational purposes and are subject to change without notice or obligation. The College reserves the right to change policies and other requirements in compliance with State and Federal laws. The provisions of this document do not constitute a contract.