

**McLennan**  
C O M M U N I T Y  
**COLLEGE**

WACO, TEXAS

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**COURSE SYLLABUS**  
**AND**  
**INSTRUCTOR PLAN**

**Integrated Reading and Writing**  
**INRW\_401\_53**

**Shane Hall**

**Course Description:**

This course integrates the critical reading and writing skills students need to comprehend and interact with college-level texts and to produce original college-level writing, in standard written English, through the processes of generating ideas, drafting, organizing, revising, and editing. It focuses on textbook reading and academic writing at a lexile of 700 - 1000.

The course fulfills TSI requirements for reading and/or writing. (4 Semester Hrs/Week) 3 Lecture, 2 Lab

**Prerequisites and/or Corequisites:**

Prerequisite: READ 0300 or credit by TSI assessment.

**Course Notes and Instructor Recommendations – HOW TO PASS & EXCEL IN THIS COURSE**

**Instructor Information:**

**Instructor Name:** Shane Hall

**MCC E-mail:** shall@mclennan.edu

**Office Phone Number:**

**Office Location:** LH 103

**Office/Teacher Conference Hours:** T/TH 8:30-9pm

**Required Text & Materials:**

1. Text: *Common Grounds, 2<sup>nd</sup> Edition* by Author: Lisa and Kent Hoeffner
2. Software Access Card: *Connect* Integrated Reading & Writing Access Card
3. The access card and textbook will be packaged together and will be available in the MCC Bookstore. Here is a link to the [MCC Bookstore](#). PLEASE: Consider carefully before purchasing your books *by mail* from the MCC Bookstore. Long delays in receiving texts have been reported.

**Methods of Teaching and Learning:**

- Homework time will be used to read the textbooks and do homework, including work on the three major writing projects and other activities.
- Class time will be spent explaining and discussing the concepts in the textbook.

- Lab time will be spent on McGraw-Hill Connect and other activities. **Students must have at least a 70 average in the classroom and a 70 average in CONNECT to be eligible to take the two part Final Exam.**

**Course Objectives and/or Competencies:**

- Locate explicit textual information; describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
- Comprehend and use vocabulary effectively in oral communication, reading, and writing.
- Describe, analyze and evaluate information within and across a range of texts.
- Identify and analyze the author's message across a variety of texts.
- Describe and apply insights gained from reading and writing a variety of texts.
- Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose.
  
- Demonstrate ability to use an effective writing process to produce paragraphs and brief compositions in Standard English prose.
- Recognize and apply the conventions of Standard English in reading and writing.
- Improve our punctuation mechanics.
- Improve our spelling proficiency.
- Expand our vocabulary.
- Develop disciplined habits of reading and writing regularly.

**Course Outline or Schedule:**

**Each module consists of roughly three weeks.**

<b>Module 1</b>	Getting Started with this Course and Success Strategies <b>Chapter 1</b>  Critical Thinking Skills <b>Chapter 11</b>  <b>Pre-Reading and Prewriting Chapter 4</b>  Annotating Texts, page 75 and Reading, Writing and Vocabulary ( <b>Chapter 2</b> )  Start <b>Informative Reading and Writing Project #1 Chapter 13</b>  <b>Part 4</b> Grammar and Mechanics Handbook, page 327 (Grammar /Mechanics Assessments)
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	<p>Thematic Readings, <b>Part 5, p. 485</b></p> <p>Outlines, Graphic Organizers and Summaries <b>Chapter 8</b></p>
<b>Module 2</b>	<p>Texts Purposes and Patterns <b>Chapter 7</b></p> <p>Main Ideas (Chapter 5)</p> <p>Titles, Introductions, Conclusions (See Common Places for more information)</p> <p>Writing Good Sentences <b>Unit 2</b></p> <p>Thematic Readings Part 5</p> <p><b>Reading &amp; Writing Major Test 1 Required</b></p> <p><b>Submit Reading/Writing Project #1 Part 3</b></p>
<b>Module 3</b>	<p>Supporting Details <b>Chapter 6</b></p> <p>Punctuation and Mechanics <b>Part 4</b></p> <p><b>Start Reading /Writing Project #2: Chapter 14</b></p> <p>Inferences and Tone (<b>Review Chapter 11</b>)</p> <p><b>Thematic Readings Part 5</b></p>
<b>Module 4</b>	<p>Supporting Details, Chapter 6 Review</p> <p>Text Patterns &amp; Texas Purposes (Chapter 7)</p> <p>Spelling and Word Choice <b>Part 4</b></p> <p><b>Submit Reading/Writing Project#2, Begin Writing Project 3</b></p> <p>Thematic Readings</p> <p><b>Reading &amp; Writing Major Test 2</b></p>

<b>Module 5</b>	Reading and Writing Arguments (Chapter12)  <b>Submit Reading/Writing Project 3 Chapter 15</b>  Thematic Readings  Final Exam
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**The above schedule may be altered at the instructor’s discretion. The instructor will give sufficient notice to students if the above schedule is changed.**

This class will use BRIGHTSPACE (this replaces Blackboard) to enhance our learning experience. More information re BRIGHTSPACE will be introduced in the early portion of the class.

**Course Grading Information:**

Students’ grades will be determined in the following manner:

<b>Three Integrated Reading and Writing Projects</b>	<b>Project #1</b>	10%
	<b>Project #2</b>	15%
	<b>Project #3</b>	15%
<b>Two Integrated Reading and Writing Major Tests</b>		20%
<b>Connect Work</b> (includes individualized lab work & attendance)		20%
<b>Daily Work/Homework</b> (Chapter quizzes, vocabulary/punctuation/grammar sentence structure exercises/quizzes, etc.)		<u>20%</u>
	<b>Total 100</b>	

**Total 100**

Final Exam: While the Final Exam (EXIT Exam) does not count toward the final average, to pass the course, students must pass the final exam. The final exam or EXIT EXAM consists of two sections: Part 1- Reading Comprehension Exit Exam; Part 2— Reading/Writing Skills Exit Exam. Students MUST have at a 70 average in the lecture part of our 0401 class and at least a 70 average in Connect to be eligible to take the FINAL EXAM. If a student fails the final exam but has a passing average in the course, the student will receive a grade of NC for the course.

**Course average of 90 – 100: Grade of A**  
**Course average of 80 – 89: Grade of B**  
**Course average of 60 – 79: Grade of C**  
**Course average of 0 - 59: Grade of NC (no credit)**

**A student may receive a “NC” if major writing assignments have not been submitted.**  
**The grade of “I”—incomplete—is not available in INRW 0401.**  
**Our Semester Grade is not part of a student’s official GPA.**

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

Normally, late work will not be accepted. However, the instructor recognizes there will be emergency situations where the submission of late work is unavoidable. If the student does not meet a homework or special project deadline, the student should promptly contact the instructor and explain the situation.

**Students who miss 25% of the class sessions will be withdrawn from this course. Lab attendance is included in this %.** Exceptions can be made if there are extreme circumstances that cause the student to be absent. The instructor will decide on “Extreme circumstances.”

Please consult the Highlander Guide for information about MCC’s attendance requirements.

**If you are considering dropping our course, please speak with me first !** Let’s see if we can make our course work for you !

**There is a STRONG correlation between regular attendance in a college class and academic success. Every student must strive to be present for each classroom session.**

**Students may not drop more than six courses (18 hours) during their ENTIRE college experience in Texas.** This means you may only drop six classes in Texas academic institutions, regardless of the college you attend. For example, if you dropped six classes at the University of Texas at Austin last year, you are not eligible to drop any more classes at MCC or anywhere else in Texas.

**Student Behavioral Expectations or Conduct Policy:**

Students are expected to maintain classroom decorum. This includes respecting other students, the instructor, and communicating in a polite and respectful manner. Talking, texting, cell phone usage, profanity, and any threatening communication is grounds for instructor initiated discipline, including forced withdrawal from the course &/or referral to McLennan Community College’s Discipline office.

**Communication**

Students should use MCC email ([instructor's email](#)) for their email communication with the instructor. A student will usually receive a response within 24 hours. If no response is received after 48 hours, please resend the message to make sure it was received. Occasionally, emails in the MCC computer system are placed into a spam folder. Check the spam.

**The instructor welcomes communication with students via email, telephone, or in person meetings**

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

([www.mclennan.edu/academic-integrity](http://www.mclennan.edu/academic-integrity))

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

\* **[Click Here for the MCC Attendance/Absences Policy](#)**

([www.mclennan.edu/highlander-guide/policies](http://www.mclennan.edu/highlander-guide/policies))

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](http://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)

254-299-8122

Room 319, Student Services Center

\* **[Click Here for more information about Title IX](#)**

([www.mclennan.edu/titleix](http://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](mailto: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.

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, 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.*