

McLennan
C O M M U N I T Y
C O L L E G E

WACO, TEXAS

COURSE SYLLABUS

AND

INSTRUCTOR PLAN

FRESHMAN COMPOSITION I

ENGLISH 1301-01

DR. ARVIS SCOTT

NOTE: This is a 6-week blended summer course.

COVID 19 Notice:

McLennan Community College is committed to providing you with every resource you need to reach your academic goals including your safety. We will continue to monitor the evolving situation with COVID 19 and adjust our safety guidelines to make sure we offer a safe environment for you and our faculty. Please make sure to consult your faculty and the MCC website on any changes to these guidelines.

Course Description:

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

For this course, we will meet twice a week on Tuesday and Thursday, from 8:00—10:00 a.m., in LA 109, beginning Thursday, July 8. The semester will end on August 11.

Prerequisites and/or Corequisites:

Prerequisite: Passing Score on writing portion of MCC placement test or credit for INRW 0402.

Course Notes and Instructor Recommendations:

In the event a student does not feel he or she comprehends the material or is struggling with any aspect of the writing process, he or she should contact the instructor immediately. See contact information below. A student may also seek assistance in the Writing Center. For technical support—issues with Brightspace, email, etc.—please call 299 8077.

Instructor Information:

Instructor Name: Arvis Scott Ph.D.

MCC Email: ascott@mclennan.edu

Office Phone Number: 254 299 8899

Home Phone Number: 254 224-6433

Office Location: FOB 111

Office/Teacher Conference Hours: The instructor is available via email or phone at any point. A student may also request a ZOOM meeting with the instructor.

Other Instruction Information:

OPTIONAL Text & Materials:

Title: St. Martin's Guide To Writing

Author: Rise B. Axelrod and Charles R. Cooper

Edition: 12th

Publisher: Bedford/St. Martin's

ISBN: 9781319104375

****You are not required to purchase the textbook.**

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

Methods of Teaching and Learning:

For traditional face-to face courses--lecture, discussion groups, group projects, written essays and other assignments. For online course-- online notes and lectures, supplemental videos, and, if needed, ZOOM. For blended courses—a combination of face-to face and online interactions. All lecture notes will be posted to Brightspace. I will also post grades to Brightspace in addition to keeping a hard-copy record of grades.

Course Objectives and/or Competencies:

ENGL

1301:

Core Objectives for Communication:

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

Learning Outcomes:

Students will

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Develop ideas with appropriate support and attribution.
3. Write in a style appropriate to audience and purpose.
4. Read, reflect, and respond critically to a variety of texts.
5. Use edited American English in academic essays.

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 4- 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.

Basic Paper and/or Presentation Rubric

Criteria	Outstanding	Proficient	Basic	Below Expectations
Critical Thinking	-Shows originality of thought and logical connections -Demonstrates excellent descriptive, analytic, interpretative, evaluative, and engaged intellectual inquiry.	-Shows less originality and may have minor flaws in logic. -Demonstrates good descriptive, analytic, interpretative, evaluative, and engaged intellectual inquiry.	-Expression mostly limited to ideas from class or readings. -Inconsistent description, analysis, interpretation, evaluation, and engagement in intellectual inquiry.	-Does not comprehend course concepts. -Inadequate description, analysis, interpretation, evaluation, and engagement in intellectual inquiry.
Communication	-Clear main idea with supporting organization and developed examples and explanation. -Excellent awareness of rhetorical situation, including audience, topic, and perspective as speaker/writer.	-Clear main idea but may have minor lapses in organization, less developed examples and explanation. -Good awareness of rhetorical situation and matches work to audience requirements.	-Shows competency but has weak or unfocused main ideas, organization, and few developed examples and explanation. -Awareness of rhetorical situation but work does not meet the need.	-Inconsistent competence in thesis, organization, and content development. -Does not consider or tailor content and structure to rhetorical situation.
Mechanics	-Demonstrates complete command of format with mature diction and shows few, if any, grammar, spelling, or diction errors	-Demonstrates competent command of format & diction. May have minor mechanical, grammar, spelling, or diction errors.	-Shows mostly competent command of format and diction but has some major mechanical, grammar, spelling, or diction errors.	-Fails to show competence in format, diction, mechanics, grammar, and/or spelling.
Teamwork	-Actively assists in meeting group goals.	-Contributes to meeting group goals.	-Participates with teamwork requirements but does not actively	-Does not assist the group and/or fails to treat group

	- Treats others respectfully at all times. - Consistently provides assistance and/or encouragement to all team members.	-Treats others respectfully. -Assists and/or encourages other team members.	work beyond the minimum required. -Treats group members respectfully but does not interact fully.	members respectfully.
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Course Outline or Schedule:

****SUBMIT ALL ASSIGNMENTS BY COPYING AND PASTING INTO AN EMAIL TO ascott@mclennan.edu**

LESSON ONE: Writing the Evaluation Essay

We will discuss writing the Evaluation Essay in class. I will introduce and explain the essay and each assignment related to the essay.

1. Sunday, July 11: Evaluation grid due by 11:00 p.m.

2. Wednesday, July 14: Outline due by 7:00 p.m.

3. Sunday, July 18: Final Copy of the First Major Essay (Evaluation/Review Essay) due by 11:00 p.m.

LESSON TWO: Writing the Summary/Response Essay

We will discuss writing the Summary/Response Essay in class. I will introduce and explain the essay and each assignment related to the essay.

4. Extra Credit Assignment (Optional): Answers to the online article "Working at McDonald's" due by 11:00 p.m., Monday, July 19.

5. Wednesday, July 21, by 7:00 p.m: Summary of the textbook article due by 11:00 p.m.

6. Sunday, July 25: Outline due by 11:00 p.m.

7. Friday, July 30: Final Copy of the Third Major Essay (Summary/Response Essay) due by 11:00 p.m.

LESSON THREE: Writing the Argumentative Essay with Two Article Sources

We will discuss writing the Argumentative Essay with Sources in class. I will introduce and explain the essay and each assignment related to the essay.

8. Monday, August 2, by 7:00 p.m: Works Cited page for two articles

9. Bring printed articles to class on Tuesday, August 3.

10.. Wednesday, August 4: Outline due by 8:00 p.m.

11. Sunday, August 8: Final Copy of the Fourth Major Essay (The Argumentative Essay with Sources) by 11: 00 p.m.

LESSON FOUR: The Final Exam Essay

12. Wednesday, August 11: Final Exam Essay due by Noon.

****I have posted a more detailed and specific list of assignment and due dates in our Brightspace course site under "Content."**

Submission of Assignments: You will submit all assignments including essays to my email at ascott@mclennan.edu You will copy and paste the assignment or essay into the email. I DO NOT accept attachments.

Course Grading Information:

Grades will be determined as follows:

10% Daily grades including outlines, drafts, book assignments

50% Major essays—2 essays from 900---1200 words in length

20% Research Paper with 2 required sources

20% Final exam essay to be completed during the scheduled final date, usually argumentative.

Grades are based on a traditional 100 point scale.

Plagiarism Statement

Plagiarism is the intentional or unintentional use of someone else's material, ideas, or language without giving credit to the source. If students plagiarize on any assignments, the penalty will be a failing grade. Repeated acts of plagiarism may result in a student failing the class.

For the first two major essays in our course, you must not use any type of information from a source which includes online sources of information. If you do, you will receive a failing grade. For essays three and four, you will not be allowed to use any information from an online search via google, yahoo. Etc.

Late Work, Attendance, and Make Up Work Policies:

I will accept late assignments; however, I will deduct 10 points per day the assignment is not submitted.

****Students have a two-day window to submit late work. If an assignment is late beyond TWO days, I will not accept it.** I will make an exception under extreme circumstances such as a major illness of event in your life; however, you must submit documentation.

For Blended classes, you will attend class TWICE a week. Much of the course will be conducted online. I will take roll based upon the two days of attendance in the classroom.

Student Behavioral Expectations or Conduct Policy:

Students are expected to maintain decorum—whether online or in the classroom- 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, including submitting work in a timely manner.

*** 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.

*** Click Here for the MCC Attendance/Absences Policy**

(<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.

**You will need to access each link separately through your Web Browser (for example: Mozilla Firefox, Chrome, Microsoft Edge, or Safari) to print each link's information.*

McLennan

C O M M U N I T Y

COLLEGE

ACADEMIC RESOURCES/POLICIES

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 or want to explore strategies for balancing life and school, we encourage you to contact a Success Coach by calling (254) 299-8226 or emailing SuccessCoach@mclennan.edu. Students may visit the Completion Center Monday-Friday from 8 a.m.-5 p.m. to schedule a meeting with a Success Coach and receive additional resources and support to help reach academic and personal goals. Paulanne's Pantry (MCC's food pantry) provides free food by appointment to students, faculty and staff based on household size. Text (254) 870-7573 to schedule a pantry 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 at 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 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.

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

Go to <https://www.mclennan.edu/center-for-teaching-and-learning/Faculty%20and%20Staff%20Commons/requirements.html> 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.

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 for help.

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.

MCC Academic Integrity Statement:

Go to www.mclennan.edu/academic-integrity for information about academic integrity, dishonesty, and cheating.

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.

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

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 Title IX Coordinator at titleix@mclennan.edu or by calling Dr. Drew Canham (Chief of Staff for Diversity, Equity & Inclusion/Title IX) at (254) 299-8645. Individuals also may contact the MCC Police Department at 299-8911 or the MCC Student Counseling Center at MCC 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/. 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.

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.