

**ENGLISH III/1301
WEST LOOP
CECHS/HCC FALL 2011 18 WEEKS
Policies, Course Descriptions, Essay and Final Exam Schedule**

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Office Hours: Wednesday 3:30-4:30

Required Text: *Literature: An Introduction to Reading and Writing* by Edgar V. Roberts and Henry E. Jacobs, 1998. Challenge Early College will sign these books out to juniors.

ENGLISH 1301 COURSE DESCRIPTION

English 1301 is a dual-credit course devoted to improving the student's writing and critical reading. The course involves writing essays for a variety of purposes from personal to academic, including the introduction to argumentation, critical analysis, and the use of sources. English 1301 is a core curriculum course.

COURSE PURPOSE

English 1301 is designed to help students write multi-paragraph expository, analytical, and argumentative essays that have the following qualities:

- Clarity in purpose and expression
- Appropriate and sensible organization
- Sound content, including applications of concepts from and references to assigned readings
- Completeness in development
- Unity and coherence
- Appropriate strategies of development
- Sensitivity to audience
- Effective choice of words and sentence patterns
- Grammatical and mechanical correctness
- Appropriate MLA citations format.

EDUCATIONAL OUTCOMES (COURSE OBJECTIVES) FOR ENGLISH 1301:

By the time the students have completed English 1301, they will:

- Understand writing as a connected and interactive process which includes planning, shaping drafting, revising, editing, and proofreading;
- Apply the writing process to out-of-class writing;
- Apply the writing process as appropriate to in-class, impromptu writing situations, thus showing an ability to communicate effectively in a variety of writing situations (such as essay exams and standardized writing tests like the TASP);
- Apply suggestions from evaluated compositions to other writing projects;
- Understand and apply basic principles of critical thinking in analyzing reading selections, in developing expository essays, and writing argumentative essays;

- Apply concepts from and use references to assigned readings in developing essays;
- Analyze elements of purpose, audience, tone style, and writing strategy in essays by professional writers
- Complete short writing assignments, journal entries, readings quizzes, and other activities to strengthen basic thinking and writing skills
- Understand and appropriately apply various methods of development in writing assignments;
- Avoid faulty reasoning in all writing assignments;
- Fulfill the writing requirements of the course, writing at least 6,000 words during the semester.

Materials: Loose leaf, college ruled paper; binder; spiral notebook; blue and black pens; pencils; highlighter; USB.

Grading: Grades will be assigned on a total points basis. Each assignment will be individually weighted to reflect the amount of time and effort required for completion.

Grades

A	90-100	High quality work that exceeds expectations
B	80-89	High quality work
C	70-79	Average quality
D	60-69	Below average work
F	59<	Failing

Late Paper Policy: All assignments are due at the beginning of class on the due date. Those dates are posted in the course syllabus. Late work will be penalized 10% per day. After five days a zero will be recorded for the assignment.

Make-up Policy: If you are absent you will have 3 school days to make up any assignments you have missed.

HCC Withdrawal Policy: The State of Texas imposes penalties on students who drop courses excessively. Students are limited to no more than SIX total course withdrawals throughout their educational career at a Texas public college or university. To help you avoid having to drop/withdraw from any class, contact your professor regarding your academic performance. You may also want to contact your counselor to learn about helpful HCC resources (e.g. online tutoring, child care, financial aid, job placement, etc.). HCC has instituted an Early Alert process by which your professor may “alert” you and counselors that you might fail a class because of excessive absences and/or poor academic performance.

You (the student) may drop yourself online through the HCC Student Center prior to August 30th. After the deadline to drop yourself, you MUST provide an email request to your professor, PRIOR to the withdrawal deadline to receive a “W” on your transcript.

After the withdrawal deadline has passed, you will receive the grade that you would have earned. Zeros averaged in for required coursework not submitted will lower your semester average significantly, most likely resulting in a failing grade of an “F”. It is the responsibility of the student to withdraw from the class; however, your professor reserves the right to withdraw you without your request due to excessive absences. If you do not feel comfortable contacting your professor to withdraw, you may contact a counselor.

Final Withdrawal Deadline: November 3rd

You should visit with your instructor, an HCC counselor, or HCC Online Student Services to learn what, if any, HCC interventions might be offered to assist you to stay in class and improve your performance. Such interventions could include tutoring, child care, financial aid, and job placement.

Student Course Reinstatement Policy

Students have a responsibility to arrange payment for their classes when they register, either through cash, credit card, financial aid, or the installment plan. Students who are dropped from their courses for non-payment of tuition and fees who request reinstatement after the official date of record can be reinstated by making payment in full and paying an additional \$75.00 per course reinstatement fee. The academic dean may waive the reinstatement fee upon determining that the student was dropped because of a college error.

Use of Cameras and Recording Devices

Use of recording devices, including camera phones and tape recorders, is prohibited in classrooms, laboratories, faculty offices, and other locations where instruction, tutoring, or testing occurs. These devices are also not allowed to be used in campus restrooms. Students with disabilities who need to use a recording device as a reasonable accommodation should contact the Office for Students with Disabilities for information regarding reasonable accommodations.

Other Course Policies:

- Please turn off cell phones prior to entering the classroom.
- No cell phones, Blue-tooths, MP3 Players, or IPODS in sight or in use inside the classroom – cell phones should be turned off prior to entering class and are not allowed in sight – please place them in bags or pockets. Please remove ear buds/devices prior to entering class.
- Please do not chat with class colleagues during discussion.
- Please do not pack up books and belongings prior to being dismissed—I will announce when class has been completed and it is time for you to leave.
- If you should miss class for any reason, it is your responsibility to make up the work you missed and to contact me for any special instructions on work you missed. It is also strongly recommended that you obtain the phone number of a classmate to aid you in this situation.
- Attendance will be checked daily. Excessive tardies will not be tolerated. Excessive is defined as more than two tardies and/or more than 10 minutes. If a

student misses more than 30% of the class by coming late or leaving early, this will count as an absence.

New Policy on Repeating Courses

NOTICE: Students who repeat a course three or more times will be charged an additional fee at HCC and other Texas public colleges and universities. Please ask your instructor/counselor about opportunities for tutoring/other assistance prior to considering course withdrawal, or if you are not receiving passing grades.

Special Conditions:

If you have any special conditions, extenuating circumstances, or needs that may affect your progress in this course, please notify me. I would be happy to discuss them with you in person. Also inform me of any special accommodations that you have documented through the Disability Support Services Counselors so that we may better meet your needs. Any student with a documented disability (e.g. physical, learning, psychiatric, vision, hearing, etc.) who needs to arrange reasonable accommodations must contact the Disability Services Office at the respective college at the beginning of each semester. The DDS counselor for Southwest College may be reached at ph. (713) 718-7910. Faculty are authorized to provide only the accommodations requested by the Disability Support Services Office.

Free English Tutoring

The Southwest College offers you free tutoring at our tutoring centers where you will receive individual attention with any of your writing concerns. I have posted the summer tutoring schedule with locations, times, & days on my HCC Learning Web page for your convenience [<http://learning.swc.hccs.edu/members/sabrena.belz/tutoring-information/Summer%202010%20Tutoring%20Flyer.xls/view>]. Be sure to bring your books and assignments with you when you go to the tutoring lab. HCC also provides an online tutoring program. The url for this tutoring option is: <http://hccs.askonline.net>. The HCC online tutoring service is free of charge to all registered HCC students. The home page has a link to a video you can watch in order to learn how to submit and retrieve essays from this free website.

Open Computer Lab

You have free access to the Internet and word processing in the open computer lab in the Scarcella Science Center (Stafford Campus), the Alief Campus, and the West Loop Campus. Check the door of the open computer labs for hours of operation. I have also posted a link with phone numbers, locations, etc. for open labs on my HCC Learning Web page [<http://learning.swc.hccs.edu/technology/open-computer-labs/southwest-college-student-open-computer-labs/>]. All HCCS students are welcome to utilize this resource. The Stafford Campus Library in the Learning Hub is another location where you can use computers and print documents. A fee is charged for printed work (per page).

Counseling

Counseling is available at each campus. Check with the information desk at the particular campus for room numbers and consult your class schedule for telephone numbers.

Library (Learning Resource Center)

The Southwest College has a Learning Resource Center at each campus for student use. The library provides electronic resources including a computerized catalog system as well as numerous data bases that contain full-text articles. Stop by your campus library to find out hours of operation. All students will be required to obtain or update an HCC Library Card for this course. <http://library.hccs.edu/>

Student Organizations

One organization of interest to students taking English classes is Southwest Writers, a group of students who write and read their works (in a public forum as well as on the Internet) and receive peer support and constructive criticism. Students in this group create a supportive network to create poetry, fiction, drama, and non-fiction prose. Contact advisor Dr. Chris Dunn at: christopher.dunn@hccs.edu. Another organization of interest for English students is the Gender Studies Group. The Gender Studies Club will meet each month and online to discuss the roles of women and men in society and to investigate how sexual differences and cultural constructions of gender may affect identity. We promote awareness of gender issues on campus, encourage research and discussion of gender issues, host prominent speakers in the field, and serve the community. Contact Ms. Marie Dybala at marie.dybala@hccs.edu and/or Ms. Ileana Loubser at: Ileana.loubser@hccs.edu if you are interested in joining this HCC student organization. In addition, Phi Theta Kappa is the honor society of two-year colleges. Students must earn a 3.5 grade point average and accumulate 9 credit hours to join this group. HCCS has a very active chapter: Omega Sigma. Contact: Ms. Eunice Kallarackal at: eunice.kallarackal@hccs.edu for more information.

Inclement Weather

During inclement weather conditions, monitor major local channels for updates on school closings and refer to the HCC homepage for emergency closing information.

SCHOLASTIC DISHONESTY:

According to the 2006-2009 Student Handbook for the Houston Community College System :

Students are responsible for conducting themselves with honor and integrity in fulfilling course requirements. Penalties and/or disciplinary proceedings may be initiated by College System officials against a student accused of scholastic dishonesty. 'Scholastic dishonesty' includes, but is not limited to, cheating on a test, plagiarism, and collusion. '**Cheating**' on a test includes:

- Copying from another student's test paper;
- Using materials during a test that are not authorized by the person giving the test;
- Collaborating with another student during a test without authority;
- Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or part the contents of an unadministered test;
- Bribing another person to obtain a test that is to be administered.
- '**Plagiarism**' means the appropriation of another's work and the unacknowledged incorporation of that work in one's own written work offered for credit.

- ‘**Collusion**’ means the unauthorized collaboration with another person in preparing written work offered for credit” (34-35).
- Please note the possible consequences of such dishonesty, as stated in the 2006-2009 Student Handbook: Possible punishments for academic dishonesty may include a grade of “0” or “F” for the particular assignment, failure in the course, and/or recommendation for probation or dismissal from the College System (35).

Plagiarism Policy

Plagiarized papers or projects will receive a grade of “0” (zero), no exceptions. Cheating or collusion will also result in a grade of “0” (zero) on that paper or project. Plagiarism or collusion on a second major assignment will result in a zero in the course. Students need to be aware that the instructor will be utilizing plagiarism software and internet sources to check student work for potential plagiarism. This will be discussed in more detail during class lecture.

Mission Statement of the English Department

The purpose of the English Department is to provide courses that transfer to four-year colleges; introduce students to literature from diverse traditions; prepare students to write clear, communicative, well-organized, and detailed prose; and develop students’ reading, writing, and analytical skills.

Prerequisite Reminder:

Students must have completed **English 1301** to be eligible to enroll in **English 1302**. Any students who have not completed these required courses will be withdrawn from the course. Students must have completed **English 1301 and English 1302** to be eligible to enroll in literature 2000 level courses.

Week One

- Brief introduction to English 1301 with policy and syllabus review
- Review of summer reading
- Test: Huckleberry Finn

Week Two

- Close reading: stylistic devices
- AP multiple choice practice
- In class essay

Week Three

- Essay review/revision
- Review of Greek Mythology
- Selections from *The Iliad*
- Mythology test

Week Four

- Close reading: *The Iliad*
- In-class writing
- Test: *The Iliad*

Week Five

- Introduction to Greek Theatre
- *Oedipus Rex*
- Reading questions

Week Six

- *Oedipus Rex* continued
- Group discussions

Week Seven

- *Oedipus Rex* continued
- *Oedipus Rex* test

Week Eight

- Introduction to Shakespeare
- *Hamlet*

MIDTERM**Week Nine**

- *Hamlet* continued
- Socratic seminar

Week Ten

- *Hamlet* continued
- Multiple choice practice

Week Eleven

- Style analysis
- In class essay

Week Twelve

- Independent reading project
- Multiple choice practice

Week Thirteen

- Introduction to sonnets
- Shakespeare's sonnets

Week Fourteen

- John Donne's poetry
- In class essay

Week Fifteen

- Essay review and revision
- Multiple choice practice

Week Sixteen

- Independent book project

FINAL EXAM