

III. ASSESSMENT MEASURES:

A. **Assessments for the Core Objectives –**

1. **Critical Thinking:** Students will read expository prose critically to distinguish between perception and inference, surface and implied meanings, fact and opinion. Students will formulate and develop arguments and critical theories about issues, argumentative prose, and literary interpretations. A rubric will be used to assess critical thinking skills as demonstrated through embedded questions on standardized exams.
2. **Communication:** Students will write researched essays and other written compositions. Students will prepare visual aids to use in oral presentations over literary works being studied. A rubric will be used to assess the effective development, interpretation, and expression of written, oral, and visual communication as demonstrated through embedded questions on standardized exams.
3. **Teamwork:** Students will engage in teamwork exercises to assess each student's ability to consider different viewpoints and work toward a common goal. These exercises may include a mixture of peer editing in groups, group research projects, and group oral presentations of findings. A rubric will be used to assess teamwork as demonstrated through embedded questions on standardized exams.
4. **Personal Responsibility:** Students will be required to make choices in the composition of written assignments that demonstrate their ability to connect choices and actions, engage in ethical decision-making, and understand its consequences. A rubric will be used to assess personal responsibility as demonstrated through embedded questions on standardized exams.

B. **Assessments for the Course Learning Outcomes –**

1. Students will demonstrate knowledge of individual and collaborative research processes by engaging in a guided research project.
2. Students will demonstrate the ability to develop ideas and synthesize primary and secondary sources within focused academic arguments by preparing a major research paper.
3. Students will demonstrate the ability to analyze, interpret, and evaluate a variety of texts for the ethical and logical uses of evidence by preparing a researched essay that requires this ability.
4. Students will demonstrate the ability to write in a style that clearly communicates meaning, builds credibility, and inspires belief or action by preparing a research paper.
5. Students will apply the conventions of MLA style correctly in regards to page format, in-text citations, and works cited entries in a research paper.

IV. INSTRUCTIONAL PROCEDURES:

Methodologies that may be utilized in presenting course content include but are not limited to in-class or online lecture notes, paper and pencil or online grammar exercises or research exercises that give immediate feedback, in-person or email workshops for student writings in progress, audio-visual presentations for view in class or outside of class, online discussions (synchronous or asynchronous), student presentations to groups or to instructor only, and guest participants.

V. COURSE REQUIREMENTS AND POLICIES:

- A. **Required textbooks and recommended materials and equipment** – The textbook for this course is titled *The Bedford Handbook* by Diana Hacker and Nancy Sommers, 10th Edition, Bedford/St. Martin's Publishers, 2017 (ISBN 978-1-319-07143-1). Also, students must be able to access Blackboard and the AC website. Other materials needed include a USB drive (jump drive, thumb drive, or whatever you call it) for saving your typed writing assignments in order to be able to work on them in the English Writing Lab, as well as a writing utensil for note taking and a notebook or folder for maintaining handouts and quizzes. Students will be required to listen and take notes on class lectures and discussions.

[To access *Blackboard*, go to www.angelina.edu. Scroll down below the photo or graphic, and find the *Blackboard* icon. For your *Blackboard* username, use the first three digits of your student ID number, the initial of your first name, and your whole last name. The letters should all be lowercase with no spaces. Your password will be your whole student ID number. Once you log in, you will see this course listed along with the other courses you are taking this semester. If you have any trouble accessing *Blackboard* or getting anything in *Blackboard* to work, please email your information to ithelpdesk@angelina.edu.]

- B. **Assignments** – See *Course Schedule document*

- C. **Course Policies** – (This course conforms to the policies of Angelina College as stated in the *Angelina College Handbook*.)

1. **Educational Accommodations** – If you have a disability (as cited in Section 504 of the Rehabilitation Act of 1973 or Title II of the Americans with Disabilities Act of 1990) that may affect your participation in this class, you should see Maria Lopez or Annie Allen in Room 200 of the Student Center. At a post-secondary institution, you must self-identify as a person with a disability; Ms. Lopez and Mrs. Allen will assist you with the necessary information to do so.

Angelina College admits students without regard to race, color, religion, national origin, sex, disability, or age. To report any complaints of discrimination related to disability, contact the Steve Hudman, dean of Student Affairs, in Room 104 of the Administration Building. You may also contact Dean Hudman by phone at 936-633-5292 or by email at shudman@angelina.edu.

2. **Attendance and Tardiness** – Attendance is required as per Angelina College policy and will be recorded every class period. Students may be dropped from a class for excessive absences. Excessive absences are defined as three or more consecutive absences or four or more cumulative absences from regularly scheduled class periods. Virtual classes must document equivalent participation. The summer terms call for two or more consecutive or three or more cumulative absences. A three-hour night class counts as two class periods. Records will be turned in to the Registrar at the end of the semester. However, do not assume that non-attendance in class will always result in an instructor drop. **You must officially drop a class or risk receiving an F.** This is official Angelina College policy.

Excused absences – Students will not be dropped and will be allowed

make up work for absences because of (1.) College District (including early college high school) authorized and sponsored activities, and (2.) religious holy days. The student's responsibility is to arrange for make-up work with the instructor and to complete it within a reasonable time. In accordance with the Texas Education Code, each student is allowed to be absent from a class for the observance of a religious holy day. A "religious holy day" means a holy day observed by a religion whose places of worship are exempt from property taxation under Section 11.20, Tax Code. The student must notify the instructor of each class of the anticipated absence not later than the 15th calendar day after the first day of the semester. A student who is excused under this section must complete all assignments or missed examinations at the direction of the instructor.

You have a responsibility to be prepared for and to be informed about class assignments. **IF YOU MISS A CLASS, BE PREPARED WHEN YOU RETURN TO CLASS.** The Course Schedule is the document I use to organize the class, so look at YOUR copy of it to know what you need to do to be prepared for when you come back to class. This syllabus and the Course Schedule are both on Blackboard in the Course Content area. After you are absent, do not return to class and explain that you were absent as your excuse for not being prepared. Look at the Course Schedule, check Blackboard, and **BE PREPARED WHEN YOU RETURN TO CLASS.** Do not ask me if we are doing anything important in class; look at the Course Schedule and make your own judgment, and, of course, suffer your own consequences.

Attend class regularly, and try to be on time. Three tardies will equal one absence.

3. **Leaving class during class time** – Students are expected to stay in class for the whole time until the instructor says they may leave. If any student just needs a quick bathroom break, please feel free to leave the class at any time. However, leaving class early for any other reason is rude and disruptive to the instructor and fellow students. If it is imperative that a student leave class early, please get permission before the class starts; otherwise, that student will be counted absent.
4. **Cell Phones** – **PLEASE TURN OFF OR SILENCE ALL CELL PHONES AND OTHER DIGITAL DEVICES DURING CLASS TIME AND REMOVE ALL EAR PIECES TO BE ABLE TO CONCENTRATE ON THE COURSE.** If a cell phone rings during class or a student is caught texting during class, that student may be asked to leave class and will receive an absence for that day. If a cell phone is seen in use during a test, that student will receive a zero for that test.
5. **Computers** – Computers may be brought to class **only for taking notes for this class.** If a student is caught doing anything other than taking notes for the class (i.e. writing email or looking at Facebook), he or she will be asked to leave the computer at home.
6. **Class cancellations** – Notification of class cancellations due to inclement weather will be sent to KTRE Channel 9 television and to the local radio stations by 6 a.m. on the day in question or by 3 p.m. for evening classes. Students can also sign up to receive emergency alert notices on your cell phone or through e-mail by going to **getrave.com**. Students will be expected to attend if classes have not been cancelled. If you do not attend, you will be counted as absent.
7. **Disruptive behavior** – Disruptive behavior, such as talking out of turn, texting, sleeping, hostility, etc., will not be tolerated in this class! In fact, it may result in

your removal from the classroom. Students will be dropped from the course for continual disruptions.

8. **Grading** – Your papers will be graded as soon as possible. Please do not ask me when you will be getting papers back. Also, I will not discuss your grades via the telephone nor by email. You will need to come by my office during office hours or catch me before or after class.
9. **Cheating/Plagiarism** – The student is responsible for doing his/her own work. Cheating and plagiarism are serious offenses that will be dealt with promptly. If you are found guilty of cheating or plagiarizing, you will be punished. Punitive measures may range from receiving a zero (0) on the assignment or an F in the course if you have plagiarized more than once to being dismissed from the college. Courtesy and honesty require that any ideas or materials borrowed from another writer must be fully acknowledged. Offering the work of another as one's own is plagiarism. The subject matter of ideas thus taken from another may range from a sentence or paragraph to entire articles copied from books, periodicals, or the writings of other students. The offering of materials assembled or collected by others in the form of projects or collections without acknowledgment is also considered plagiarism. Any student who fails to give credit for ideas or materials from another is guilty of plagiarism.
10. **Ten (10) points per day (including weekends) will be deducted from late papers.**

VI. COURSE CONTENT: *(See the Course Schedule for assignments and due dates.)*

Mechanics and grammar study is an ongoing one that is an integral part of the writing process. Also, all essays will be evaluated closely for correct usage, spelling, and sentence structure. Approximately 20-25% of all class time will be given to drills on concepts.

College-level essay writing is chiefly expository writing with some occasional creative writings, if desired by the instructor. The process approach to teaching writing will be used to promote unified writing and thinking processes. The instructor will introduce different rhetorical modes for developing and organizing paragraphs and full essays.

One of the rhetorical modes, argumentation (or persuasion), includes but is not limited to inductive and deductive reasoning, logical thinking, fallacies in argument, and emotional appeals. At least one paper will be an argumentative essay.

VII. EVALUATION AND GRADING:

A. Grading Criteria –

One comparison-contrast essay in MLA style	=	200 pts.
One process/explanation essay in MLA style	=	200 pts.
One annotated bibliography in MLA style	=	80 pts.
One researched argumentative essay in MLA style	=	200 pts.
Six quizzes	=	120 pts.
Final exam	=	100 pts.
Class participation and attendance	=	100 pts.

TOTAL 1,000 pts.

All papers assigned for this class must be typed in correct MLA format. Any student who fails to submit a major essay **is in jeopardy of being dropped** from the course. Late papers will result in 10 points per day automatically subtracted from the grade (up to seven days passed deadline). Extensions must be applied for at least two (2) days in advance.

B. Determination of Grade –

- A = 1,000-900 points
- B = 899-800 points – Good
- C = 799-700 points – Average
- D = 699-600 points – Minimum passing
- F = 599 points or less – Failure

Standard Grading Policy for the English Department for all essays assigned –

- A – Excellent. Good organization, exceptional content, no more than one major error.
- B – Good. Good organization, exceptional content, and no more than two major errors.
- C – average. Some organization, clear content, no more than three major errors.
- D – below average. Either lacks content and/or organization or has many major errors.
- F – failing. Shows little or no effort, contains five or more major errors.
- 0 – no grade. Did not turn in work, plagiarized an essay, or did not write on the assigned topic.

Major errors include sentence structure errors like a run-on sentence, comma splice, or fragment and agreement errors like subject-verb agreement errors and pronoun-antecedent agreement errors.

Examples of major errors:

C/S – comma splice

The boy ran, he fell down.

Frag – fragment

Crying as he fell on the sidewalk.

Frag error

Although he was hurt; no one stopped to help him.

R/O – run on or fused sentence

He hurt his knee it was bleeding.

S/V – subject-verb agreement

Everyone laugh at him.

P/A – pronoun-antecedent agreement

A student left their backpack in the classroom.

VIII. SYLLABUS MODIFICATION:

The instructor may modify the provisions of the syllabus to meet individual class needs by informing the class in advance as to the changes being made.