



Instructor contact information

Instructor:	David Glen Smith, MA, MFA	Office Phone:	832-482-1053 LM with Keith Crear
Office:	208 LRNC (Faculty & Staff Excellence Center)	Office Hours:	By appointment / 5:00pm-6:00pm (or hours of availability)
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Welcome to

Course Title:	Composition & Rhetoric 1	Semester and Year:	Summer 1 — 2010
Course Prefix:	ENGL		
Course Number:	1301	Class Days & Times:	M T W Th 2:45pm – 4:50pm
Credit Hours:	3		
		Class Room Location:	HSC 119

Course overview

Catalog Description:

A multi-paragraph composition course, including language study and the mechanics of writing, with examples from selected readings. Students may be required to achieve a departmentally approved score on a proficiency test before credit for the course may be awarded.

Course Learning Outcomes:

- Analyze a text according to purpose, audience, and other rhetorical concerns.
- Respond logically, rather than react emotionally, to texts that reflect the writer's diverse backgrounds and values.
- Demonstrate an ability to use and analyze an effective individual writing process.
- Focus a topic appropriate to the audience, purpose, voice, and length of assignment.
- Formulate clear and concise thesis statement, main point, focus, or claim.
- Develop, evaluate, and use evidence to support a claim.
- Use effective organization strategies in support of a thesis, focus, main point, or claim.
- Write an essay that demonstrates a command of unity, coherence, continuity, and development.
- Write clear, correct, and appropriate sentences and paragraphs avoiding major grammatical and semantic problems.
- Incorporate appropriate oral and/or written media such as books, articles, interviews, visuals, and government documents.
- Avoid plagiarism when incorporating quotations, paraphrases, and ideas.
- Follow standard guidelines in documenting resources.

Getting ready

Prerequisites: Placement by testing or completion of ENGL 0307 or 0326 and ENGL 305 or 0313

Co-requisites: none

Required Material: Peterson, Linda and John C. Brereton, Eds. *The Norton Reader: An Anthology of Nonfiction*. 12th ed. New York: WW Norton, 2008.

Ruskiewicz, John, *et.al. SF Writer*. 4th Edition. New Jersey: Prentice Hall, 2008.

Optional Materials: Any standard note-taking material.

Instructor guidelines and policies

Attendance:

The LSC-CyFair English Department values student attendance because attendance:

- establishes basic classroom expectations
- promotes active learning
- encourages student engagement with a diverse campus population
- verbally reinforces written materials
- efficiently uses instructor time

Due to the nature of the course and the in-class exercises, **four (4) absences result in a failing grade in the course. No exceptions.** Emergency situations do happen, but keep in mind: **an absence is an absence** regardless if the situation is medical or legal emergency. Budget your time accordingly.

- Students are responsible for filling out the necessary paperwork to drop a course in order to avoid a failing grade.
- Students are responsible for signing the daily roll sheet at the beginning of each class. If you forget to sign the form you are considered absent.
- **Physician appointments, court dates, and job interviews should not be set during class time.** If you make an appointment within the timeframe of a course period, do not come to class for that day. **If you leave early, for any reason, you will be considered absent.**

Assignments:

Students will write a minimum of five (5) full essays, some of which will be started in class.

Likewise, students will compose an seven-page research paper as a final project.

There will be in-class assignments and occasional homework. We will have several reading quizzes as well. Completing these assignments earn you points. Since these are based on specific lectures, you must be present on the day the in-class assignment is given and collected.

No late work will be accepted for this category.

Late Paper Policy: The progress of this class depends on essays turned in on time; late essays will be penalized ten points for each course day that they are late. If you miss class when an essay is due, your grade will show accordingly. After a week (3 class days) late papers will not be accepted.

Make-up Exams: Depending on circumstances, make-up examinations will be given within a week of scheduled test during a scheduled appointment. Student must provide valid documentation explaining absence in this category.

Cell phones, text-messages, and beepers: *Cell phones must be silent in class.* If an important call arrives, take it into the hall quickly. On the other hand, *no text messengers in the classroom.* No surfing net by any possible technological methods. Lap tops are permitted of course, so long as they are used without distractions and student sits in the front row of class.

Plagiarism Policy: If clear evidence of academic dishonesty is found for any assignment, a 0 (0 points) for the assignment will be recorded and the English Dept. Chair will be notified of the incident and the grade. If a second incident of academic dishonesty occurs, an F for the course grade will be recorded and the English Dept. Chair notified of the incident and the grade.

Classroom Etiquette:

- When someone has the floor, instructor or student, the rest of the class must pay attention.
- Only do English work for English class. Do not complete homework for another class during lectures and student presentations. I will assume I have not given you enough work and will assign more material for you to complete.
- Again, texting and surfing the net with the latest tech-device is not allowed. I will give you only one warning.

Grade Determination:

Your grade will be determined by the following	Details	Points	Percent of Final Average
Daily Participation	Discussion of material, Volunteer info	50	5
Home work	Reading Journals, Presentations	100	5
Class Work	Quizzes, In-class writing	100	5
Midterm	Exam	100	20
Essay #1, Essay #2	Narrative, Description / Exemplification	100	5
Essay #3	Process	100	5
Essay #4	Definition	100	5
Research Paper	Final project	100	25
Final	Exam	100	25
Total:		750	100%

Letter Grade Assignment:

Letter Grade	Final Average in Percent
A	90-100
B	80-89
C	70-79
D	60-69
F	0-59

GRADING STANDARDS

Essays will be graded based on a variety of skills. Content and organization are most important. All written work should show evidence of logical thought and strong concepts. Points will be deducted for errors on your essays.

Serious Grammatical Error: (lower grade point for each occurrence / 2 or more, revise)

- i. fused sentence, comma splice, run-on sentence
- ii. sentence fragment

Serious Grammatical Flaw: (point by point for each occurrence)

- i. subject-verb agreement, tense inconsistency
- ii. pronoun-antecedent agreement
- iii. case error
- iv. non-parallelism

Improper Essay Format (point by point for each occurrence)

- i. lack of introduction *or* weak introduction
- ii. less than 5 sentences per paragraph
- ii. lack of topic sentence *or* weak topic sentence
- iv. lack of unity within individual paragraphs
- v. lack of logical sequence between paragraphs
- vi. lack of conclusion *or* weak conclusion
- vii. voice— academic papers: formal, 3rd person / personal essays: informal 1st person

Improper spelling (5 or more misspelled words, failed assignment)

ESSAY FORMAT

- For all essays, follow the template provided on page 335 in the *SF Writer*.
- Staple your essay before coming to class. Do not ask me if I will take it unstapled.
- Do not fold corners of paper.

Course Outline ||

Instructor reserves the right to make changes to schedule with advanced notice.

Week 1 06/07

- M Basic Introduction: Syllabus
General Essay Guidelines, Pre-writing techniques and Journal styles *supplemental*
Discuss "Prose Forms: Journals" p 99
- T Essay Writing Modes
Discuss Joan Didion, "On Keeping a Notebook" p 100
- W Formal vs. Informal Voice, *supplemental*
Kinky Friedman, "Smoke Gets In Your Eyes"
Wikipedia.org, "Smoking Ban"
Discuss Virginia Woolf, "My Father: Leslie Stephen" p 137
- Th Autobiographical Writing, *supplemental*
Narrative Essay Pattern introduced, Assignment 1: Narrative, due Monday

Week 2 06/14

- M Narrative Essay Pattern
Discuss E. B. White, "Once More to the Lake" 93
Description Essay Pattern introduced
Discuss Sylvia Plath, "Metaphors," *supplemental handout*
- T Description Essay Pattern
Discuss N. Scott Momaday, "The Way to Rainy Mountain" p 182
- W Exemplification Essay Pattern introduced
- Th Exemplification Essay Pattern
Discuss Brent Staples, "Black Men and Public Space" p 396
Rhetorical Elements
Appeals in Research Writing: logos, pathos, ethos
Assignment 2: Descriptive/Exemplification, due Monday

Week 3 06/21

- M Combining Patterns
Discuss Isabel Allende "The Amazon Queen," *supplemental*
Process Pattern introduced
Discuss Arthur Miller, "Privatize Executions," *supplemental*
- T Process Pattern Assignment 3: Process Essay Pattern, due Monday
Discuss Peter Elbow, "Desperation Writing," *supplemental*
- W
 - Final Project Outlined
 - Gathering EvidencePreliminary Casual Research
 - Discuss *SF Writer*, Chapter 21: "Doing Research" p 231-235
- Th Midterm Project Due
Introductions and Conclusions
Summaries, Paraphrases, Quotations, Analysis, Interpretation
 - Discuss *SF Writer*, Chap. 24: "Using Sources Responsibly" p 257-263
 - Declare topic for paper, due Monday

Week 4 06/28 - 07/01

- M Library Orientation/Select three articles for research
- Prepare 100-word summary of one article
- T Plagiarism/Citations
MLA Standard Guidelines
- Creating a Thesis Statement
 - Formal declaration of Thesis, due Thursday, July 01
 - Discuss *SF Writer*, Chap. 3: "Making a Point" p 24-26
 - Based on evidence begin preliminary draft of Final Project.
 - Continue collecting evidence on chosen topic.
- Definition Pattern introduced
Discuss Chris Bruce, " 'Everyone Welcome' — ," *supplemental*
Assignment 4: Definition Pattern, due Tuesday, July 06
- W Discuss Lauren Slater, "Love" p 243
Analysis of Evidence
- Discuss *SF Writer*, Chap. 17: "Reading and Responding Critically" p 173-177
 - Discuss *SF Writer*, Chapter 19: "Visual Arguments" p 210-215
- Last day to drop course with a 'W'
- Th Signal Phrases, In-Text Citations, Work Cited Page
Building a Formal Research Paper Example
- Assignment 5: Introduction to final project, due Thursday, July 08
 - Assignment 6: Tentative Work Cited Page due Thursday, July 08

Week 5 07/05

- M ***school holiday/no classes***
- T Comparison/Contrast Essay Pattern introduced
Discuss E. S. Maduro, "Excuse Me While I Explode" p 255
- W Cause/Effect Essay Pattern introduced
Discuss Elisabeth Kübler-Ross, "On the Fear of Death" p 276
- Th Classification/Division Essay Pattern introduced
Combining Patterns, part 2

Week 6 07/12

- M Combining Patterns, part 3
Review for Final Exam
- Final Project due
- T Class will meet at scheduled time for final exam.

Lone Star College–CyFair is committed to your success

Early Intervention Program and Services

Your success is our primary concern! If you are experiencing challenges achieving your academic goals, please contact your instructor or an early intervention coach. We can provide assistance with academic needs, ADA accommodations, classroom difficulties, financial concerns, and other issues. Contact cfintervention@lonestar.edu for more information.

Tutoring

Lone Star College-CyFair is committed to student success. To facilitate this, free tutoring for most subjects is offered on the 2nd floor of the Learning Commons building. Please refer to <http://www.lonestar.edu/tutoring.htm> for more information regarding our tutoring services.

Tutoring in MATH, ENGL BIOL, and ESL is also available at the Fairbanks Center.

Teaching & Learning Center Open Lab (TECH-104)

The Teaching & Learning Center Open Lab is a quiet work and study area available to all students. Students access the lab with their LSCS ID card. The TLC Open Lab is available during extended hours during all semesters. Basic software assistance, access to Mac and PC computers loaded with all courseware, printing, copying, and scanning are all available in TECH-104. For more information, please contact 281.290.3934 or cftlclabs@lonestar.edu.

Counseling Services

Counseling services are available to students who are experiencing difficulty with academic issues, selection of college major, career planning, disability accommodations, or personal issues. Students may contact Counseling, Career, and Disability Services at (281) 290-3260, cyfair.counseling@lonestar.edu, or LRNC 110.

Students may contact counseling services at the Fairbanks Center at 832-782-5110, Fairbanks.counselor@lonestar.edu, or FBC120.

The Assistive Technology Lab

The Assistive Technology Lab is available for students who benefit from its various technologies to convert text to speech, magnify items, convert text to Braille, etc. To contact the Assistive Technology Lab directly, please call (281) 290-3207 or e-mail the lab at cassistivetechlab@lonestar.edu. The AT Lab is located in LRNC 105.

Students may contact the IT dept, at FBC at 832.782.5072 or FBC 210 for assistance.

Library

The Lone Star College-CyFair Library is located in the Learning Commons building and contains information resources for both college students and community members. Librarians are available to assist with research. The Library contains over 125,000 books, online information databases, 185 computers, free wireless internet, and many more information/research related amenities to ensure student success.

For Library hours and contact information, please visit <http://www.lonestar.edu/library> or call 281-290-3214.

Lone Star College-CyFair Campus and System Policies

Academic Integrity

Lone Star College-CyFair is committed to a high standard of academic integrity in the academic community. In becoming a part of the academic community, students are responsible for honesty and independent effort. Failure to uphold these standards includes, but is not limited to, the following: plagiarizing written work or projects, cheating on exams or assignments, collusion on an exam or project, and misrepresentation of credentials or prerequisites when registering for a course. Cheating includes looking at or copying from another student's exam, orally communicating or receiving answers during an exam, having another person take an exam or complete a project or assignment, using unauthorized notes, texts, or other materials for an exam, and

obtaining or distributing an unauthorized copy of an exam or any part of an exam. Plagiarism means passing off as his/her own the ideas or writings of another (that is, without giving proper credit by documenting sources). Plagiarism includes submitting a paper, report, or project that someone else has prepared, in whole or in part. Collusion is inappropriately collaborating on assignments designed to be completed independently. These definitions are not exhaustive. When there is clear evidence of cheating, plagiarism, collusion, or misrepresentation, disciplinary action may include but is not limited to requiring you to retake or resubmit an exam or assignment, assigning a grade of zero or "F" for an exam or assignment; or assigning a grade of "F" for the course. Additional sanctions including being withdrawn from the course, program or expelled from school may be imposed on a students who violate the standards of academic integrity.

Student Behavior Expectations

Students are expected to conduct themselves appropriately while on College property or in an online environment. Students may receive disciplinary action up to and including suspension, if they violate System or College rules, disrupt classes, or interfere with the opportunity of others to obtain an education. Students who pose a threat to the safety of others will be subject to immediate withdrawal from the classroom, campus environment, and/or online environment, as well as face subsequent criminal charges, as appropriate. Please refer to the Student Code of Conduct located online at <http://www.lonestar.edu/3579.htm> for additional information.

Americans with Disabilities Act Statement

Lone Star College-CyFair is dedicated to providing the least restrictive environment for all students. We promote equity in academic access through the implementation of reasonable accommodations as required by the Vocational Rehabilitation Act of 1973, Title V, Section 504 and the Americans with Disabilities Act of 1990 (ADA) which will enable students with disabilities to participate in and benefit from all post-secondary educational activities.

If you require reasonable accommodations because of a physical, mental, or learning disability, please contact the Counseling Office to obtain the necessary information to request accommodations. Upon completion of this process, please notify your instructor as soon as possible and preferably before the end of the first two weeks of class to arrange for reasonable accommodations.

Computer Virus Protection

Computer viruses are, unfortunately, a fact of life. Using removable devices on more than one computer creates the possibility of infecting computers and diskettes with a computer virus. This exposes the computers of the college, your personal computer, and any others you may be using to potentially damaging viruses. The college has aggressive anti-virus procedures in place to protect its computers, but cannot guarantee that a virus might not temporarily infect one of its machines. It is your responsibility to protect all computers under your control and use and ensure that each diskette you use, whenever or wherever you use it, has been scanned with anti-virus software. Since new viruses arise continually, your anti-virus software must be kept current. And, since no anti-virus software will find every virus, keeping backup copies is extremely important.

Equal Opportunity Statement

It is the policy of the Lone Star College System to provide equal employment, admission and educational opportunities without regard to race, color, creed, national origin, gender, age, veteran's status, sexual orientation, or disability.

Lone Star Colleges strive to provide an excellent learning environment free from harassment or intimidation directed at any person's race, color, creed, national origin, gender, age, veteran's status, sexual orientation, or disability. Any form of harassment will not be tolerated.

Guaranteed Graduate Policy

Under certain circumstances, Lone Star College System will provide graduates of its Associate of Arts, Associate of Science, Associate of Applied Science, or Certificate programs additional education and training tuition free in order to achieve appropriate mastery of specified competencies. For specific guidelines and information, please refer to the LSCS catalog at <http://www.lonestar.edu/departments/curriculuminstruction/10Graduate.pdf>.

Internet and E-mail

The System provides computing and network resources to students. You are encouraged to use the computers, software packages, and electronic mail (e-mail) for educational or System-related activities and to facilitate the efficient exchange of useful information. However, the equipment, software, and network capacities provided through the district computer services are and remain the property of the System. Use of the equipment and networks is to comport with the policies and procedures of the System and access may be denied to any student who fails to comply with the System's policies and procedures regarding its use.

Access to the System's e-mail and similar electronic communications systems are a privilege and certain responsibilities accompany that privilege. All users are expected to demonstrate the same level of ethical and professional manner, as is required in face-to-face or written communications. Threatening, anonymous, or forged messages will be treated as a violation of this policy.

Software Piracy

Law strictly prohibits unauthorized copying of software purchased by Lone Star College-CyFair for use in laboratories. Lone Star College-CyFair administration will take appropriate disciplinary action against anyone violating copyright laws.

Evaluation of Instruction

Lone Star College-CyFair is committed to student success. As part of its' institutional effectiveness efforts, our instructors are assessed in several ways. For the continuous improvement of our instruction, all students are required to provide input for each course they take each semester using the Course Evaluations Questionnaire, which can be accessed online for each course. This occurs approximately half way through your course and your instructor will provide you more information on this process. Once you evaluate your course, print and turn in the receipt of completion to your instructor. The college deans review these evaluations each semester. The deans, and/or department chairs may visit each instructor's class at some time during the semester to observe the instructional environment being provided, and complete an assessment of the instructor.

Final Examinations

A final evaluation activity will occur during the published final evaluation period. The appropriate dean, director, or department chair must approve any variation to this schedule.

Withdrawal Policy

Withdrawal from the course after the official day of record and prior to "W" Day, (see current catalog for this date) will result in a final grade of "W" on your transcript. Instructor approval is necessary if you want to withdraw after official day. No credit will be awarded for a course earning a "W." If you stop attending class, you must withdraw at the registration office prior to "W" day. If you stop attending class and do not officially withdraw, you will receive an "F" for the course.

Six Drop Rule

Students who enrolled in Texas public institutions of higher education as first-time college students during the Fall 2007 term or later are subject to section 51.907 of the Texas Education Code, which states that an institution of higher education may not permit a student to drop (withdraw with a grade of "W") from more than six courses, including courses that a transfer student has previously dropped at other Texas public institutions of higher education that have already been counted against their six drop limit. Each student should fully understand this drop limit before you drop any course. Please see a Counselor or Advisor in our Student Services area for additional information and assistance.