



## **Integrated Reading and Writing**

**Summer 2023 | June 5-August 11, 2023**  
**IRW 0320.155CL | M-F 9am-9:50am**  
**LRC 247 (Building #8)**

### **Instructor Information:**

Monique Suarez, MA (she/her/hers)  
[msuarez@com.edu](mailto:msuarez@com.edu)

### **College of the Mainland Office:**

Learning Resource Center (LRC)  
Building #8, Suite B  
Humanities Department

### **Student Hours/Office Hours:**

Student hours/office hours will be held for one hour on Fridays. There will also be around 10 minutes in between each class to ask me questions you may have. If you would like to meet at any other time during the week, I am available via Teams chat/video by appointment 😊



**Day + Time:** Fridays @ 10-11am

**Location:** Humanities, LRC Suite B

### **Communication Policy:**

You can either email me at my campus email, message me on Teams via your COM Microsoft Office account, or send me a message through D2L Brightspace. Whichever option you choose, ALL electronic communication with me (your instructor) must be through your COM email/account. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

**Textbook/Materials:**

- **Required:** *English Essentials*, short version w/ access, 2nd edition by John Langan (ISBN: 9781591944621); Price: \$37 @ COM Bookstore
- A journal (spiral or composition notebook) for your freewriting
- OWL Purdue Website
- Any article that we read in this course will be accessible through D2L Brightspace. If you would like to print and do not have a printer, COM’s Tutoring Center offers free printing (found in ICB, Building #23, 1<sup>st</sup> floor).

**IRW 0320 Course Description:**

This course is a co-requisite class for English Composition 1301. This course integrates preparation in academic reading skills and skills with writing a variety of academic assignments. Topics include critical reading and writing skills. Students will be expected to write compositions similar to those assigned in English 1301. This course carries institutional credit and may not be used to meet degree requirements. Placement: (1) TSI Essay—score 2 or 3 with TSI Writing multiple choice score of 340-349 or (2) TSI Reading-score of 342-350 or (3) Successful completion (“C” or better) of Read 0340 or ENGL 0330 prior to 8/31/2014 or (4) Successful completion (“C” or better) of IRW 0300. This course does not transfer.

**Professor’s Suarez Personal Course Description:** IRW is designed to help you be successful in ENGL 1301. Because of this, a lot of our time will be spent recapping material learned in ENGL 1301 as well as practicing and mastering more fundamentals of writing with instructor guidance. In addition to this, we will work together to build your relationship with writing, not only for academic purposes, but also for the self.

**Condensed Grading Formula:**

Participation/Attendance/English 1301 Effort	15%
In-class Journal Participation and Completion	15%
EE Weekly Work Completion	20%
EE Exams (Friday Exams + Midterm + Final)	25%
Formal Writing Responses	25%
-----	
Total:	100%

**Grading Scale:**

**A:** 90-100 | **B:** 80-89 | **C:** 70-79 | **D:** 60-69 | **F:** 59 or less

## **Course Requirements:**

### **Participation/Attendance/ENGL 1301 Effort (15%)**

Because this course is aimed to help you be successful in ENGL 1301, your participation in this course is crucial. Participation involves attending as many classes as you can, using class time to workshop your major assignments for ENGL 1301, reading and annotating material, preparing/participating in discussions, and completing required assignments.

### **Freewriting Journal (15%)**

You will be required to maintain a writing journal for this class and write a minimum of 20 handwritten pages this summer. On Mondays and Wednesdays, you will be given the opportunity to use class time to write. For these classes, you can choose to write to an assigned prompt or write about whatever you desire. I will not read these (unless you would like me to). The point of this journal is to discover a new avenue of writing – one that is for you and only you. This journal will not be formal and this is a completion grade. As long as you complete 20 handwritten pages by the end of the summer, you will be successful in this portion of the class grade..

### **English Essential Weekly Work (20%)**

Each week (except for week 10) will require that you master a chapter in the *English Essentials* textbook. These activities/exercises target more formal aspects of writing that are crucial to the development of your academic writing/discourse. We will spend time each day working together and separately on these exercises. This will count as a complete grade for the week.

### **English Essential Friday Exams + Midterm + Final (25%)**

Every Friday you will complete exams for the chapter of the week. Unlike the weekly exercises and first two exams that count as a completion grade, these exams count toward this percentage of the grade. There will also be mastery exams that will encompass the midterm and final for this course.

### **Formal Writing Responses (25%)**

Every Tuesday and Thursday, you will be required to complete a formal reading response to a given prompt. Requirements will vary per week; however, these responses will be aimed at using formal standard written English and learning how to express your critical thinking through writing

**Course Grade Determination:**

This course is designed to ensure your success in ENGL 1301, but it is also aimed at more than just “academic” success. The goal is to challenge you all to reimagine new ways of thinking about writing, language, and ultimately identity. That being said, as long as you are willing to put forth effort, be open minded and work to the best of your ability, you will pass this course.

**A Note on Written Feedback:**

I will read all of your work throughout the semester. I will never give critiques on your free write journaling. That part of the course is designed as a stress-free space where you can feel empowered to write about what you want and not worry about it being evaluated. On the other hand, I will offer feedback on your formal reading responses and we will have multiple check-ins where we will sit down one-on-one and discuss your work for ENGL 1301 and IRW.

**Late Work/Make-Up Policy:**

Most work in this course will be completed in class. As a result, the only “late work” that can occur is if you are absent and do not complete the EE work, freewriting, or formal response for the day. Because I recognize that it is not always possible to be present every day, you will have until the Sunday of that week at 11:59pm to complete the assignments for the week.

**Extra Credit Opportunities:** The only extra credit I give for this course is the ability to make up points on writing responses. If you would like to improve a low formal writing response grade and you meet with me (either in class or office hours) to work through revising the response, you can earn full credit on that response. **You cannot make up points for late revision!** I say this because the goal is to help you understand ways you can better your writing, and the biggest part of that is implementing feedback and revising!

**Attendance Policy:**

Attendance is required to be successful in the class. I understand things come up. Please communicate with me if you need to miss and I will work with you to get caught up on anything you might miss. Note that no absences are considered excused when it comes to the attendance grade.

**Academic Dishonesty:**

Any incident of academic policy will be dealt with per college policy and the Student Handbook. Academic dishonesty – such as cheating on exams – is an extremely serious offense and will result in a grade of zero on that exam, assignment, or project, and the student will be referred to the Office of Student Conduct for the appropriate disciplinary action.

**Plagiarism:**

Plagiarism is using someone else's words or ideas and claiming them as your own. Plagiarism includes paraphrasing someone else's words without proper citation, copying directly from a website, and pasting it into your paper, and/or using someone else's words without quotation marks. Any assignment containing any plagiarized material will receive a grade of zero, and the student will be referred to the Office of Student Conduct for the appropriate disciplinary action.

There are many types of plagiarism, and you may not be aware of all. If you are not sure if you are violating these rules, please talk to me about it before turning in your work.

**Student Concerns:**

If you have any questions or concerns about any aspect of this course, please contact me using the contact information on the first page of this syllabus. If, after discussing your concern with me, you continue to have questions, please contact the Humanities Department Chair, Dr. Brian Anderson:

Phone: 409-933-8186 | Email: [banderson@com.edu](mailto:banderson@com.edu)

**College of the Mainland Technology Outage Policy:**

If College of the Mainland's technology experiences problems that impede you from submitting work on deadline, contact me as soon as possible. You will have twelve hours from the time you emailed or called me to submit your work provided the technology is restored. You will receive no penalty if I have evidence that you attempted to submit work but faced difficulties outside your control.

**Grade Appeal Process:**

Concerns about the accuracy of grades should first be discussed with the instructor. A request for a change of grade is a formal request and must be made within six months of the grade assignment. Directions for filing an appeal can be found in the student handbook [Student Handbook 2022-2023 v4.pdf \(com.edu\)](#).

*An appeal will not be considered because of general dissatisfaction with a grade, penalty, or outcome of a course. Disagreement with the instructor's professional judgment of the quality of the student's work and performance is also not an admissible basis for a grade appeal.*

**Academic Success & Support Services:**

College of the Mainland is committed to providing students the necessary support and tools for success in their college careers. Support is offered through our Tutoring Services, Library, Counseling, and through Student Services. Please discuss any concerns with your faculty or an advisor.

**ADA Statement:**

Any student with a documented disability needing academic accommodations is requested to contact Kimberly Lachney at 409-933-8919 or [klachney@com.edu](mailto:klachney@com.edu). The Office of Services for Students with Disabilities is located in the Student Success Center.

**Textbook Purchasing Statement:**

A student attending College of the Mainland is not under any obligation to purchase a textbook from the college-affiliated bookstore. The same textbook may also be available from an independent retailer, including an online retailer.

**Withdrawal Policy:**

Students may withdraw from this course for any reason prior to the last eligible day for a "W" grade. Before withdrawing students should speak with the instructor and consult an advisor. Students are permitted to withdraw only six times during their college career by state law. The last date to withdraw from this course is August 1st.

**FN Grading:**

The FN grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The FN grade may be issued for cases in which the student ceases or fails to attend class, submit assignments, or participate in required capacities, and for which the student has failed to withdraw. The issuing of the FN grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an FN grade.

**Early Alert Program:**

The Student Success Center at College of the Mainland has implemented an Early Alert Program because student success and retention are very important to us. I have been asked to refer students to the program throughout the semester if they are having difficulty completing assignments or have poor attendance. If you are referred to the Early Alert Program you will be contacted by someone in the Student Success Center who will schedule a meeting with you to see what assistance they can offer in order for you to meet your academic goals.

**Resources to Help with Stress:**

If you are experiencing stress or anxiety about your daily living needs including food, housing or just feel you could benefit from free resources to help you through a difficult time, please click here <https://www.com.edu/community-resource-center/>. College of the Mainland has partnered with free community resources to help you stay on track with your schoolwork, by addressing life issues that get in the way of doing your best in school. All services are private and confidential. You may also contact the Dean of Students office at [deanofstudents@com.edu](mailto:deanofstudents@com.edu) or [communityresources@com.edu](mailto:communityresources@com.edu).

### **Student Learner Outcome Chart:**

<b>Student Learner Outcome #</b>	<b>Description</b>	<b>Assessed via this Assignment</b>
1	Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.	Learning Activities In-class Discussion Formal Responses
2	Comprehend and use vocabulary effectively in oral communication, reading, and writing.	Learning Activities In-class Discussion Formal Responses
3	Identify and analyze the audience, purpose, and message across a variety of texts.	Learning Activities In-class Discussion Formal Responses
4	Describe and apply insights gained from reading and writing a variety of texts.	Learning Activities In-class Discussion Formal Responses
5	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.	Learning Activities In-class Discussion Formal Responses
6	Determine and use effective approaches and rhetorical strategies for given reading and writing situations.	Learning Activities In-class Discussion
7	Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.	Learning Activities In-class Discussion Formal Responses
8	Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.	Learning Activities In-class Discussion Formal Responses
9	Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.	Peer Reviews Conferences Formal Responses
10	Recognize and apply the conventions of standard English in reading and writing.	Formal Responses Learning Activities



## Course Outline/Calendar

6/05/2023-8/11/2023

This calendar is tentative and subject to change upon my discretion\*

### General Structure:

M: Freewrite + Introduce EE Chapter + Workshop

T: EE Work + Formal Writing Response + Workshop

W: Freewrite + EE Work + Workshop

TH: EE Work + Formal Writing Response + Workshop

F: EE Tests + Workshop

<b>WEEK</b>	<b>AGENDA</b>	<b>DUE DATES IRW</b>	<b>DUE DATES ENGL 1301</b>
<b>1</b>  <b>6/5-11</b>	Freewriting  Formal Writing Response 1 + 2  Work on Diagnostic Essay  EE: Chapter 4	<b>Formal Responses + EE Weekly Work</b> <b>Sunday 6/11 11:59pm</b>	<b>Diagnostic Essay</b> <b>Sunday 6/11 11:59pm</b>
<b>2</b>  <b>6/12-18</b>	Freewriting  Formal Writing Response 3 _4  Work on Research Proposal  EE: Chapter 16	<b>Formal Responses + EE Weekly Work</b> <b>Sunday 6/18 11:59pm</b>	<b>Research Proposal</b> <b>Sunday 6/18 11:59pm</b>
<b>3</b>  <b>6/19-25</b>  <b>*No Class Monday, 6/19</b>	Freewriting  Formal Writing Response 5 + 6  Work on Annotated Bibliography  EE: Chapter 5	<b>Formal Responses + EE Weekly Work</b> <b>Sunday 6/25 11:59pm</b>	<b>Annotated Bibliography</b> <b>Sunday 6/25 11:59pm</b>

<p style="text-align: center;"><b>4</b></p> <p style="text-align: center;"><b>6/26-7/2</b></p>	<p>Freewriting</p> <p>Formal Writing Response 7 + 8</p> <p>Work on Research Paper</p> <p>EE: Chapter 6</p>	<p><b>Formal Responses + EE Weekly Work</b>  <b>Sunday 7/2</b>  <b>11:59pm</b></p>	<p><b>Progress Check</b>  <b>Sunday 7/2</b>  <b>11:59pm</b></p>
<p style="text-align: center;"><b>5</b></p> <p style="text-align: center;"><b>7/3-9</b></p> <p style="text-align: center;"><b>*No Class</b>  <b>Tuesday, 7/4</b></p>	<p>Freewriting</p> <p>Formal Writing Response 9 + 10</p> <p>Work on Research Paper</p> <p>Ch 16, 4-6 Midterm</p>	<p><b>EE Midterm</b>  <b>Friday 7/7</b></p> <p><b>Formal Responses</b>  <b>Sunday 7/9</b>  <b>11:59pm</b></p>	<p><b>Midterm</b>  <b>Friday 7/7</b></p> <p><b>Research Paper</b>  <b>Sunday 7/9</b>  <b>11:59pm</b></p>
<p style="text-align: center;"><b>6</b></p> <p style="text-align: center;"><b>7/10-16</b></p>	<p>Freewriting</p> <p>Formal Writing Response 11 + 12</p> <p>Work on Multimodal Project</p> <p>EE: Chapter 7</p>	<p><b>Formal Responses + EE Weekly Work</b>  <b>Sunday 7/16</b>  <b>11:59pm</b></p>	<p><b>Multimodal Project</b>  <b>Sunday 7/16</b>  <b>11:59pm</b></p>
<p style="text-align: center;"><b>7</b></p> <p style="text-align: center;"><b>7/17-23</b></p>	<p>Freewriting</p> <p>Formal Writing Response 13 + 14</p> <p>Work on Short Story</p> <p>EE: Chapter 8</p>	<p><b>Formal Responses + EE Weekly Work</b>  <b>Sunday 7/23</b>  <b>11:59pm</b></p>	<p><b>Premises + Character Profiles</b>  <b>Sunday 7/23</b>  <b>11:59pm</b></p>

<p style="text-align: center;"><b>8</b></p> <p style="text-align: center;"><b>7/24-30</b></p>	<p>Freewriting</p> <p>Formal Writing Response 15 + 16</p> <p>Work on Short Story</p> <p>EE: Chapter 9</p>	<p><b>Formal Responses + EE Weekly Work</b></p> <p><b>Sunday 7/30 11:59pm</b></p>	<p><b>Short Story: Full Rough Draft</b></p> <p><b>Sunday 7/30 11:59pm</b></p>
<p style="text-align: center;"><b>9</b></p> <p style="text-align: center;"><b>7/31-8/6</b></p>	<p>Freewriting</p> <p>Formal Writing Response 17 + 18</p> <p>Work on Short Story + Reflection</p> <p>Presentation</p> <p>EE: Chapter 11</p>	<p><b>Formal Responses + EE Weekly Work</b></p> <p><b>Sunday 8/6 11:59pm</b></p>	<p><b>Short Story: Final Draft</b></p> <p><b>Sunday 8/6 11:59pm</b></p> <p><b>Last day to submit any late assignments</b></p> <p><b>Sunday 8/6 11:59pm</b></p>
<p style="text-align: center;"><b>10</b></p> <p style="text-align: center;"><b>8/7-8/11</b></p>	<p>Freewriting</p> <p>Formal Writing Response</p> <p><i>English Essentials</i> Mastery Exam</p>	<p><b><i>English Essentials</i> Mastery Exam</b></p> <p><b>Tuesday + Wednesday</b></p> <p><b>Freewriting Journal Due</b></p> <p><b>Thursday 8/10</b></p> <p><b>Final Formal Responses</b></p> <p><b>Thursday 8/10</b></p>	<p><b>Reflective Presentation</b></p> <p><b>Start of class on the day you present</b></p> <p><b>Final Exam</b></p> <p><b>Thursday 8/10 8am</b></p>

[Link to EE Schedule](#)