



English Composition I: Writing as Universal

Summer 2023 | June 5-August 11, 2023
ENGL 1301.107/155CL | M-F 8-8:50am
LRC 247 (Building #8)



Instructor Information:

Monique Suarez, MA (she/her/hers)
msuarez@com.edu

College of the Mainland Office:

Learning Resource Center (LRC)
Building #8, Suite B, RM 240
Humanities Department

Student Hours/Office Hours:

Student hours/office hours will be held after each class this summer. In other words, as you have questions, feel free to chat with me right after class. If you would like to meet at any other time during the week, I am available via Teams chat/video by appointment 😊

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:

- **Optional:** *English Essentials*, short version w/ access, 2nd edition by John Langan (ISBN: 9781591944621); Price: \$37 @ COM Bookstore
 - My IRW course will be *required* to have this textbook. We will periodically cover material from this book in ENGL 1301.
- OWL Purdue Website (we will use this website many times throughout this course)
- Anything that we read in this course (besides Langan’s textbook) 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, 1st floor).

ENGL 1301 Course Description: The course is an intensive study of and practice in college-level academic reading and writing processes. We will practice moving from invention and researching to drafting, revising, and editing, both individually and collaboratively. We will emphasize effective rhetorical choices, including audience, purpose, arrangement, and style. Finally, we’ll focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Student Learner Outcome Chart:

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Demonstrate knowledge of individual and collaborative writing processes	Teamwork (TW)	Assignments Quizzes Exams Presentations
2. Develop ideas with appropriate support and attribution	Unmapped	Assignments Quizzes Exams
3. Write in a style appropriate to the audience and purpose	Communication Skills	Assignments
4. Read, reflect, and respond critically to a variety of texts	Critical Thinking Skills	Assignments Quizzes Exams
5. Use edited American English in academic essays	Unmapped	Assignments Quizzes Exams

Course Requirements:

Attendance/Timeliness/Participation

Attendance and arriving on time to class is crucial to your success not just in this class but in life. As a result, these categories will be factored into your grade. Participation pertains to any work we do in class that may not fall under the other categories.

Quizzes (8):

Fridays @ 8am

This is a summer course, meaning that the majority of the learning will take place in class through interactive activities and learning. I have designed this class where your presence is necessary to your learning and success.

Weekly Assignments (5) / Major Assignments (5)

Sundays @ 11:59pm

Weekly assignments will consist of progress checks and major assignments. Major assignments are weighted on a 100 point scale versus weekly assignments that are weighted on a 20 point scale. Major assignments for this course include the following: Diagnostic Essay, Annotated Bibliography, Research Paper, Creative Writing Portfolio, and Final Reflective Presentation. You will receive significant guidance in class as you work towards these assignments.

Midterm / Final Exam

Midterm: Friday 7/7

Final Exam: Thursday 8/10

This summer, you will complete a midterm and final exam to test your understanding of the course material. Keep in mind that the quizzes will play a huge part in this content. As long as you are staying up to date with the material, doing well on quizzes, and showing up for review days, you should be successful on these exams. Do not let the names intimidate you! The midterm and the final exam will consist of a multiple choice section and a short answer question.

Condensed Grading Formula:

Attendance/Timeliness/Participation	15%
Quizzes	15%
Weekly/Major Assignments	30%
Midterm	20%
Final Exam	20%

Total:

100%

Grading Scale:

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

Course Grade Determination:

If you complete every assignment and meet the minimum requirements for each (E.g., correct word/page count, follow all given directions, submit on due date, etc.), then you will pass this course. I value effort and ambition the most. Your grade is ultimately a product of the effort that you put forth. I want you to be successful in this course, but like everything in life, I cannot force people to do the things they do not want to do.

A Note on Written Feedback:

You will receive feedback from me on major assignments. If I ever give you feedback that you do not understand, please please reach out and we can set up a time to go over it. I understand that you cannot improve if you do not understand the advice I am giving. Help me help you 😊 If you submit an assignment late, please do not expect extensive feedback.

Late Work/Make-Up Policy:

Being that this is a summer course, timely completion of all assignments is crucial. Only timely submissions will receive feedback from me on how to improve. Should you, for some reason, not be able to turn in an assignment on time, you will have **one 24-hr** late submission opportunity that you can utilize. **Anything else submitted late will lose a letter grade after each late day has passed.**

If you are going to be absent, it is your responsibility to let me know and ask for the materials of the day. If you are absent, you have until the end of that week to complete the daily assignment for the day you missed. If you missed a weekly quiz, you will have to make this up in class the following week. The only makeups not possible are the Midterm and the Final Exam.

A Note on Balancing Life + Academics:

I am aware that, for some, school is one of *many* daily responsibilities. Because of this, I have designed this course with built-in "work days" to not only work on upcoming major assignments, but to receive feedback from myself and your peers. Please take advantage of these days and show up ready to work.

Extra Credit Opportunities:

*More opportunities might come up randomly throughout the semester

Extra Credit:

- Show up every class + on time = receive +2 overall average at the end of the semester
- Submit full drafts of all major assignments to the College of the Mainland Tutoring Center and earn +1 on overall average at the end of the summer. There must be proof of the Tutoring Center session. Email this proof to me.

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.

The Tutoring Center:

Located in the ICB, Room 104 (Building #23), the Tutoring Center provides free face-to-face and online tutoring sessions to students, staff, and faculty seeking assistance for writing, reading, and oral presentations for academic and nonacademic assignments/projects. The center is open 5 days a week during the summer!

If you ever have any questions about the tutoring center, please let me know. I was a writing tutor at COM before becoming an instructor, so I can help answer any questions you might have. 😊

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. A good rule of thumb to live by: Your work should be generated only for ENGL 1301 during the Summer 2023 semester. 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

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. 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 or communityresources@com.edu.

Course Outline/Calendar

6/05/2023-8/11/2023

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

WEEK	AGENDA	MAJOR DUE DATES
1	<p><u>M 6/05: Intro</u> Introductions/Course Overview Navigating Brightspace</p> <p><u>T 6/06:</u> Getting Started Checklist Mock Quiz Active Reading Annotation Practice Sitler Reading</p> <p><u>W 6/07:</u> What is good writing? What does it mean to connect with your writing? What kind of writer do you want to be? Sitler Reading</p> <p><u>TH 6/08</u> Engaging in Conversation Sitler Reading</p> <p><u>F 6/09</u> Quiz Workday</p>	<p>Diagnostic Essay Sunday 6/11 11:59pm</p>
2	<p><u>M 6/12:</u> Diagnostic Reflections</p> <p>Introduction to Writing + Revision Process</p> <p><u>T 6/13:</u> Introduce Proposal + Annotated Bibliography</p>	<p>Research Proposal Sunday 6/16 11:59pm</p>

	<p>Discovering your topic</p> <p>Work on Proposals</p> <p>*Today is Census Day</p> <p><u>W 6/14</u> Finish Proposals Library Tutorial / Finding Scholarly Sources</p> <p><u>TH 6/15</u> MLA Formatting Workshop</p> <p><u>F 6/16</u> Quiz MLA Formatting Analyzing Scholarly Articles</p>	
<p>3</p> <p>Academic Writing + Research</p>	<p><u>M 6/19:</u> No Class; Juneteenth</p> <p><u>T 6/20:</u> Analyze Articles 1-2</p> <p><u>W 6/21:</u> Analyze Articles 3-4</p> <p><u>TH 6/22</u> Analyze Article 5 Introduce Annotations English Essentials: 30</p> <p><u>F 6/23</u> Quiz Work on Annotations Individual Check Ins</p>	<p>Annotated Bibliography Sunday 6/25 11:59pm</p>
<p>4</p>	<p><u>M 6/26:</u> Setting up your paper Outlining Thesis</p>	<p>Progress Check Sunday 7/2 11:59pm</p>

<p>Academic Writing</p>	<p>English Essentials: 15</p> <p><u>T 6/27:</u> Introductory paragraph Counter Argument Paragraph Goal: intro + thesis + counter argument complete English Essentials: 16</p> <p><u>W 6/28:</u> The Body Paragraph Incorporating Sources English Essentials: 21</p> <p><u>TH 6/29</u> Workday - Goal: 1.5 page English Essentials: 27</p> <p><u>F 6/30</u> Quiz Workday - Goal: 2.5 page</p>	
<p>5</p> <p>Academic Writing: Research</p>	<p><u>M 7/03:</u> Conclusion Goal - finish draft Preparing for peer review English Essentials: 35-36</p> <p>Tutoring Center - Maybe tutors come today or tutoring center visit</p> <p><u>T 7/04:</u> No Class: Have a great 4th of July :)</p> <p><u>W 7/05:</u> Peer Review Day</p>	<p>Midterm Friday 7/7 8am</p> <p>Research Paper Sunday 7/9 11:59pm</p>

	<p><u>TH 7/06:</u> Midterm Review - Jeopardy/Kahoot</p> <p>Workday - Making final revisions</p> <p><u>F 7/07:</u> Midterm</p>	
<p>6</p> <p>Transcending Monolingualism</p>	<p><u>M 7/10:</u> SWE vs. Translingualism + Multilingualism</p> <p>Reading Groups</p> <p><u>T 7/11:</u> Technical Writing: What does it mean to sound "professional"?</p> <p>Email Practice</p> <p>Linkedin + Refining and/or Creating Resumes</p> <p><u>W 7/12:</u> Presentation Group Work</p> <p><u>TH 7/13:</u> Group Presentations</p> <p><u>F 7/14:</u> Quiz Multimodality + in class reading/discussion</p>	<p>Multimodal Project Sunday 7/16 11:59pm</p>
<p>7</p>	<p><u>M 7/17:</u> Freewriting Introduce Creative Writing Assignment Poetry Day</p>	<p>Premises + Character Profiles Sunday 7/23 11:59pm</p>

<p>Creative Writing: Reading + Writing as an Outlet</p>	<p><u>T 7/18:</u> Short Story Reading Activity</p> <p><u>W 7/19:</u> Premises + character profiles</p> <p><u>TH 7/20:</u> plot lines and outlines</p> <p><u>F 7/21:</u> Quiz Workday Introduce Writer's Workshop</p>	
<p>8</p> <p>Creative Writing: Reading + Writing as an Outlet</p>	<p><u>M 7/24:</u> Workday</p> <p><u>T 7/25:</u> Workday</p> <p><u>W 7/26:</u> Readings Day 1 Individual Check in</p> <p><u>TH 7/27:</u> Writer's Workshop Day 1 Individual Check in</p> <p><u>F 7/28:</u> Quiz Workday</p>	<p>Short Story: Full Rough Draft Sunday 7/30 11:59pm</p>
<p>9</p> <p>Creative Writing: Reading + Writing as an Outlet</p>	<p><u>M 7/31: W Day</u> Readings Day 2</p> <p><u>T 8/01:</u> Writer's Workshop Day 2</p> <p>*Today is W Day <u>W 8/02:</u></p>	<p>Creative Writing Portfolio: Final Draft Sunday 8/6 11:59pm</p> <p>Last day to submit any late assignments Sunday 8/6 11:59pm</p>

	<p>Introduce + Complete Artist Statement</p> <p>Workday - Final revisions</p> <p><u>TH 8/03:</u> Short story/poetry readings + introduce reflective presentation assignment</p> <p><u>F 8/04:</u> Quiz Short Story Readings</p>	
<p>10</p>	<p><u>M 8/7:</u> Reflection Presentations</p> <p><u>T 8/8:</u> Reflection Presentations</p> <p><u>W 8/9:</u> Final Review</p> <p><u>TH 8/10:</u> Final Exam</p> <p><u>F 8/11:</u> No Class; I will be in my office if you need me</p>	<p>Reflective Presentation Start of class on the day you present</p> <p>Final Exam Thursday 8/10 8am</p>

8/14 Grades will be posted by noon