



Integrated Reading and Writing

Fall 2023 | August 28-December 15, 2023
IRW 0320.135CL | M/W 2-3:20pm
LRC 275 (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:

Main Campus, Location Above*
League City Campus, RM 221**
Online***

Day	Time
M	10-12:30pm* 4:30-5:30pm***
T	6:55-7:10am** 11:20-12:20pm***
W	10-12:30pm*
TH	6:55-7:10am**
F	By appointment***

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:

- A journal (spiral or composition notebook) if you would like to keep a physical ENGL 1301 journal.
- 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, 1st floor).
- Our grammar concepts and activities are adapted from *English Essentials*, short version, 2nd edition by John Langan; however, you are not required to purchase this.

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: I believe that writing and reading are multi-faceted, meaning they can apply and be useful to all aspects of life. I push this concept in ENGL 1301, but further it in IRW. Each week you will be practicing formal writing/reading, fundamentals of writing, and also writing for yourself. All of this aims to help you be successful in ENGL 1301 while also cultivating and building your relationship with the English subject as a whole.

Condensed Grading Formula:

Participation/Attendance/English 1301 Effort	25%
Freewriting Journal	15%
Free Responses	15%
Grammar Practice	10%
Grammar Concept Quizzes	15%
Grammar Concept Midterm + Final	20%

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: 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 assignments for ENGL 1301, and completing grammar practices, free responses and other required assignments.

ENGL 1301 Journal: This is the same journal as the one you are expected to complete in ENGL 1301. On Mondays, you will be given the opportunity to use class time to write an entry. You can journal 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 is a completion grade with a requirement of at least 32 entries by W 12/13

Free Responses (FR): Every Wednesday, you will be required to complete a free response discussion post based on 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

Grammar Practice: Each week (except for week 8 + 16), I will be introducing a new grammar concept. With each concept there will be a practice packet with worksheets/activities to prepare you for the grammar concept quiz the following week. You may not take the grammar concept quiz until you have completed the practice packet for that grammar concept.

Grammar Concept Quizzes: Each week at the start of class, you will take a grammar concept quiz that covers the material that we learned from the previous week. We will spend time each day working together, in groups, and separately on grammar exercises to make you feel prepared for the weekly quiz. If you are absent on a quiz day and miss a quiz, you will have the opportunity to make up the quiz on a designated day that we agree on.

Grammar Concept Midterm + Final: Week 8 and Week 16 will include a mastery exam that will cover the grammar concepts that we have practiced and learned together. The questions you see on these exams are questions you will have already seen before on previous quizzes (in other words, keep your quizzes!). Leading up to these exams, there will be review games that can earn you extra credit points as long as you are present and participate.

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 in this classroom. The goal is to challenge you to become better at life skills that will carry into other aspects of your life, such as time management, effort, engagement, and responsibility. I will also push you 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 all other work, and we will have multiple one-on-one check-ins to discuss your work in 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 grammar practice, freewriting, or free responses for the day. It is your responsibility to let me know if you will be absent and ask about what you missed/will be missing. Freewrites do not need to be “made up” since the due date is not until the last week of the semester, so make sure you keep up with your journal if you miss a Monday. If you miss a quiz, it is your responsibility to contact me about making up the quiz. You may turn in your grammar practice on the next class day for full credit.

Extra Credit Opportunities: The only extra credit I offer for this course is related to earning extra credit for upcoming quizzes or exams.

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

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.

Institutional Policies and Guidelines

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 https://www.com.edu/student-services/docs/Student_Handbook_2023-2024_v2.pdf. *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 the 1st 8-week session is October 11. The last date to withdraw from the 16-week session is November 28. The last date to withdraw for the 2nd 8-week session is December 7.

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.

Student Learner Outcome Chart:

Student Learner Outcome #	Description	Assessed via this Assignment
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

8/28/2023-12/15/2023

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

WEEK	MONDAY	WEDNESDAY	GRAMMAR CONCEPT
1	M 8/28 COURSE OVERVIEW FREEWRITE INTRODUCE GC GRAMMAR PRACTICE	W 8/30 FR1 GRAMMAR PRACTICE WORKSHOP	SUBJECTS + VERBS
2	M 9/4 NO CLASS; LABOR DAY	W 9/6 GC QUIZ: SUBJECTS + VERBS FR2 INTRODUCE GC GRAMMAR PRACTICE WORKSHOP	IRREGULAR VERBS
3	M 9/11 GC QUIZ: IRREGULAR VERBS FREEWRITE INTRODUCE GC GRAMMAR PRACTICE	W 9/13 FR3 GRAMMAR PRACTICE WORKSHOP	SUBJECT-VERB AGREEMENT

4	<p>M 9/18</p> <p>GC QUIZ: SUBJECT-VERB AGREEMENT</p> <p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>W 9/20</p> <p>FR4</p> <p>GRAMMAR PRACTICE</p> <p>WORKSHOP</p>	<p>VERB TENSE</p>
5	<p>M 9/25</p> <p>GC QUIZ: VERB TENSE</p> <p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>W 9/27</p> <p>FR5</p> <p>GRAMMAR PRACTICE</p> <p>WORKSHOP</p>	<p>SENTENCE TYPES</p>
6	<p>M 10/2</p> <p>GC QUIZ: SENTENCE TYPES</p> <p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>W 10/4</p> <p>FR6</p> <p>GRAMMAR PRACTICE</p> <p>WORKSHOP</p>	<p>FRAGMENTS</p>
7	<p>M 10/9</p> <p>GC QUIZ: FRAGMENTS</p> <p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>W 10/11</p> <p>FR7</p> <p>GRAMMAR PRACTICE</p> <p>WORKSHOP</p>	<p>RUN-ONS + COMMA SPLICES</p>

8	<p style="text-align: center;">M 10/16</p> <p style="text-align: center;">GC QUIZ: RUN-ONS + COMMA SPLICES</p> <p style="text-align: center;">FREEWRITE</p> <p style="text-align: center;">MIDTERM REVIEW</p>	<p style="text-align: center;">W 10/18</p> <p style="text-align: center;">GRAMMAR MIDTERM</p> <p style="text-align: center;">WORKSHOP</p>	STUDY FOR MIDTERM
9	<p style="text-align: center;">M 10/23</p> <p style="text-align: center;">NO GC QUIZ</p> <p style="text-align: center;">FREEWRITE</p> <p style="text-align: center;">INTRODUCE GC</p> <p style="text-align: center;">GRAMMAR PRACTICE</p>	<p style="text-align: center;">W 10/25</p> <p style="text-align: center;">FR9</p> <p style="text-align: center;">GRAMMAR PRACTICE</p> <p style="text-align: center;">WORKSHOP</p>	COMMAS
10	<p style="text-align: center;">M 10/30</p> <p style="text-align: center;">GC QUIZ: COMMAS</p> <p style="text-align: center;">FREEWRITE</p> <p style="text-align: center;">INTRODUCE GC</p> <p style="text-align: center;">GRAMMAR PRACTICE</p>	<p style="text-align: center;">W 11/1</p> <p style="text-align: center;">FR10</p> <p style="text-align: center;">GRAMMAR PRACTICE</p> <p style="text-align: center;">WORKSHOP</p>	WORD CHOICE
11	<p style="text-align: center;">M 11/6</p> <p style="text-align: center;">GC QUIZ: WORD CHOICE</p> <p style="text-align: center;">FREEWRITE</p> <p style="text-align: center;">INTRODUCE GC</p> <p style="text-align: center;">GRAMMAR PRACTICE</p>	<p style="text-align: center;">W 11/8</p> <p style="text-align: center;">FR11</p> <p style="text-align: center;">GRAMMAR PRACTICE</p> <p style="text-align: center;">WORKSHOP</p>	QUOTATION MARKS
12	<p style="text-align: center;">M 11/13</p> <p style="text-align: center;">GC QUIZ: QUOTATION MARKS</p>	<p style="text-align: center;">W 11/15</p> <p style="text-align: center;">FR12</p> <p style="text-align: center;">GRAMMAR PRACTICE</p>	HOMONYMS

	<p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>WORKSHOP</p>	
13	<p>M 11/20</p> <p>GC QUIZ: HOMONYMS</p> <p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>W 11/22</p> <p>FR13</p> <p>GRAMMAR PRACTICE</p> <p>WORKSHOP</p>	<p>CAPITAL LETTERS</p>
14	<p>M 11/27</p> <p>GC QUIZ: CAPITAL LETTERS</p> <p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>W 11/29</p> <p>FR14</p> <p>GRAMMAR PRACTICE</p> <p>WORKSHOP</p>	<p>PARALLELISM</p>
15	<p>M 12/4</p> <p>GC QUIZ: PARALLELISM</p> <p>FREWRITE</p> <p>INTRODUCE GC</p> <p>GRAMMAR PRACTICE</p>	<p>W 12/6</p> <p>FR15</p> <p>GRAMMAR PRACTICE</p> <p>WORKSHOP</p>	<p>APOSTROPHES</p>
16	<p>M 12/11</p> <p>GC QUIZ: APOSTROPHES</p> <p>GRAMMAR FINAL REVIEW</p>	<p>W 12/13</p> <p>GRAMMAR FINAL</p> <p>ENGL 1301 JOURNAL DUE</p>	<p>STUDY FOR FINAL</p>