

Grading:

Participation: 20%

In-Class Writing/Journals: 20%

Blog Responses: 20%

Teamwork Reflection: 15%

Personal Reflection: 15%

MLA Quiz: 10%

Participation, in-class writing, and blog responses will be graded on thoughtfulness and attention to topic. The Teamwork and Personal Reflections will be graded using rubrics I have written. The MLA quiz is multiple choice.

Late Work, Make-Up, and Extra-Credit Policy:

Work should be submitted by the due date and in the form listed on assignment sheets. Work submitted after the due date will decrease five points for every day that it is late. No late work will be accepted after the last day on the course calendar.

Extra credit may be earned once during the semester by attending (in person or online) an event of educational or professional value at the college, and submitting a half-page report on your experience to the Extra Credit blog on Blackboard.

Attendance Policy:

You are expected to be on time and in attendance. Four or more absences may result in a failing grade.

Excessive tardiness will impact your participation grade.

Excessive use of electronics for purposes other than classwork may result in an 'absence' for that day.

Communicating with your instructor: ALL electronic communication with the instructor must be through your COM email. Due to FERPA restrictions, faculty cannot share any information about performance in the class through other electronic means.

Student Learner Outcome	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.	In-Class Writing

2. Comprehend and use vocabulary effectively in oral communication, reading, and writing.	Participation, Teamwork Reflection, Personal Reflection
3. Identify and analyze the audience, purpose, and message across a variety of texts.	In-Class Writing, Blog Response
4. Describe and apply insights gained from reading and writing a variety of texts.	In-Class Writing, Blog Response
5. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advances the writer's purpose.	Teamwork Reflection, Personal Reflection
6. Determine and use effective rhetorical strategies for reading and writing.	In-Class Writing, Teamwork Reflection, Personal Reflection
7. Generate ideas and gather information relevant to the topic and purpose, and incorporate the ideas and words of other writers by using informal documentation and/or established formal documentation strategies, such as Modern Language Association (MLA) or American Psychological Association (APA).	In-Class Writing, MLA Quiz
8. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.	In-Class Writing, Blog Response
9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.	Teamwork Reflection, Personal Reflection
10. Recognize and apply the conventions of standard written English.	Teamwork Reflection, Personal Reflection

Academic Dishonesty:

Scholastic dishonesty and plagiarism are defined in the student handbook. Plagiarism (failure to acknowledge or cite sources of ideas and/or works, representing another's work as your own, etc.) will not be tolerated in this class. It can result in a failing grade for the assignment, the course, and in the most extreme cases, it will be reported to COM. If you are unsure whether something may be considered plagiarism, please contact me.

HUMANITIES DEPARTMENT POLICY STATEMENT: PLAGIARISM

Plagiarism is a form of academic dishonesty. To plagiarize is to steal the words or ideas of another and pass them off as one's own. Two forms of plagiarism are common. In the first form, the writer incorporates published or otherwise recorded material without properly acknowledging its sources. In the second form, the writer submits work actually done by someone else. (The student who allows his/her work to be used by others is also guilty.)

Any student who plagiarizes will receive a grade of "0" on his/her plagiarized work and may, as a result, receive a failing grade in the course. Ignorance will not be an acceptable

defense: all students are responsible for familiarizing themselves with the rules of documentation.

Violation of the Plagiarism Policy may result in a referral to the College of the Mainland Judicial Coordinator or further disciplinary actions as stated in the current Student Handbook.

“Source” may refer to published works (including material available from electronic/computer networks or databases), electronically broadcast programs, films, recordings, interviews, speeches, or lectures.

1. You must document when you quote directly from another source.
2. You must document when you paraphrase words from another source.
3. You must document when you summarize ideas from another source.
4. You must document when you use facts (statistics in a chart or graph, for example) or visual material from another source

Student Concerns: If you have any questions or concerns about any aspect of this course, please contact me using the contact information previously provided. If, after discussing your concern with me, you continue to have questions, please contact the Humanities Department Chair Brian Anderson at 409.933.8186 or banderson@com.edu

Course outline:

Day	Reading	Assignment Due
8/24	Syllabus	
8/26	Summary and Response	
8/31	The Writing Process	Blog response due
9/2	Annotate and Take Notes How to Plan Your Writing Project	
9/7	PECAT Paragraph Framework MLA Style: In-Text (Parenthetical) Citations	
9/9		
9/14	Chapter Four: Interpretation, Analysis, and Close-Reading	
9/16		
9/21	Chapter One: Describing a Scene or Experience	Blog response due
9/23	Chapter Two: Telling a Story	Blog response due
9/28	Principles of Design	
9/30		
10/5		

10/7	Chapter Three: Reflecting on an Experience	
10/12	Invention and the Writing Process	Blog response due
10/14	On Paragraphs	
10/19	Drawing Conclusions, Synthesizing, and Reflecting	
10/21		Blog response due
10/26		
10/28		
11/2	Why is Information Literacy Important? Finding Quality Texts	
11/4		
11/9	Organizing Your Ideas and Looking for Connections Student Essay Example	
11/11	Citations and Quotes Paraphrasing	
11/16	Patterns of Organization and Methods of Development	Blog response due
11/18		
11/23	Begin revising drafts. Advice for beginning of unit	
11/25	THANKSGIVING	NO CLASS
11/20		
12/2		MLA Quiz
12/7		Personal Reflection Essay
12/9		

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://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.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.* https://build.com.edu/uploads/sitecontent/files/student-services/Student_Handbook_2019-2020v5.pdf

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 Holly Bankston at 409-933-8520 or hbankston@com.edu. The Office of Services for Students with Disabilities is located in the Student Success Center.

Counseling Statement: Any student needing counseling services is requested to please contact Holly Bankston in the student success center at 409-933-8520 or hbankston@com.edu. Counseling services are available on campus in the student center for free and students can also email counseling@com.edu to set up their appointment. Appointments are strongly encouraged; however, some concerns may be addressed on a walk-in basis.

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 6. The last date to withdraw from the 16-week session is November 19. The last date to withdraw for the 2nd 8-week session is December 2.

F_N Grading: The F_N grade is issued in cases of *failure due to a lack of attendance*, as determined by the instructor. The F_N 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 F_N grade is at the discretion of the instructor. The last date of attendance should be documented for submission of an F_N 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.

COVID-19 Statement: All students, faculty, and staff are expected to familiarize themselves with materials and information contained on the College of the Mainland’s Coronavirus Information site at www.com.edu/coronavirus. In compliance with Governor Abbott's May 18 Executive Order, face coverings/masks will no longer be required on COM campus. Protocols and college signage are being updated. We will no longer enforce any COM protocol that requires face coverings. We continue to encourage all members of the COM community to distance when

possible, use hygiene measures, and get vaccinated to protect against COVID-19. Please visit [com.edu/coronavirus](https://www.com.edu/coronavirus) for future updates.