



**ENGL-1301-008I2-SP2025**  
**Composition I**  
**Spring 2025**

**Instructor Information:** James R. Willison, Ed.D., [jwillison@com.edu](mailto:jwillison@com.edu), 409-933-8214

**Office Hours:** I am available via e-mail during regular business hours each week day. Individual meetings may be arranged.

**Required Textbook/Materials:**

*The Roughwriter's Guide – A Handbook for Writing Well*, Palmer & Van Lieu  
<https://pressbooks.pub/roughwritersguide/>

Other resources may be found here: <https://owl.purdue.edu/owl/index.html>

**Course Description:**

This course provides an intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis is on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus is on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

This is an 8-week course that encompasses the same content as a 16-week course, so it will move at a faster pace, and require close adherence to deadlines.

**Course requirements:**

This is a composition class, which means there will be a lot of writing. The course is broken into four units, and in each unit there will be a major writing project due to complete that unit. You'll notice below that four of the six categories in the grading formula are named for these four units, and in order to earn a grade for that unit, you will need to submit a second draft of that unit's major project. In addition to the four major projects, there will be several minor writing assignments and discussions throughout the course.

Revision is an important part of this course, and as such, not only is the drafting process a requirement, peer reviews are as well. Failing to submit a first draft will not only deprive you of 2 valuable feedback but will cause you to lose points on the grade for that project. Failing to attend and participate in peer review will also result in a loss of points for that project.

Online discussion should be polite, professional, and on topic. Feedback should be constructive and mindful of the person who will read it.

**Determination of Course Grade/Detailed Grading Formula:**

Grading Plan:

First Short Essay	50 Points
Journal Assignments	100 Points Total
Essay #1	100 Points
Essay #2	150 Points
Essay #3	200 Points
Essay #4	100 Points
Discussion Posts	50 Points Total
Oral Presentation	50 Points
Final Exam	50 Points
	850 Points Total

Grading Scale:	765-850	A
	680-764	B
	595-679	C
	510-594	D
	Below 510	F

Note: There may be some adjustment of point distributions, totals, or weights as needed to correct for errors or changes in assignments or schedules.

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

Please read all instructions for each assignment carefully to ensure you receive full credit for your work.

Except for extreme situations at my discretion, I will not take late work in this class or extend any deadlines. This is the only way to keep an online course fair and organized. Please contact me prior to the deadline in the case of an extreme exception.

However, as important as it is to be personally responsible, the learning is more important. If you find you will be unable to submit a completed assignment by the published deadline, please submit the work you have done for partial credit and feedback.

**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.

<b>Student Learner Outcome</b>	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. Demonstrate knowledge of individual and collective writing processes.	Teamwork	Multimodal Narrative
2. Develop ideas with appropriate support and attribution	Personal Responsibility	Academic Essay
3. Write in a style appropriate to audience and purpose	Communication Skills	Open Letter
4. Read, reflect, and respond critically to a variety of texts.	Critical Thinking	Rhetorical Analysis
5. Use Edited American English in academic essays.	Communication Skills	Academic Essay

**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.

Do not use artificial intelligence (AI) to write all or part of an academic essay or other academic assignment without permission and guidance from your professor.

Do not use an AI paraphrasing tool (Quillbot) or rephrasing tool (ProWritingAid). You may use the style, combo, and grammar tools in ProWritingAid to edit your work.

Do not use Grammarly to edit your work.

**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 4 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](mailto:banderson@com.edu).

**Course Outline:**

<b>Date</b>	<b>Event</b>
3/16	Introduce Yourself (Discussion Post)
3/16	First Short Essay
3/16	Plagiarism Quiz
3/16	What I like or Don't Like (Discussion Post)
3/26	Essay 1 1st Draft Due
3/30	Considerations of Document Format and Standard English (Discussion Post)
4/6	Essay 1 Due
4/6	Journal #1
4/6	Quiz - Writing Process
4/13	Plagiarism (Discussion Post)
4/13	Quiz - Research Tutorial
4/13	Essay 2 Due
4/20	"A Modest Proposal" (Discussion Post)
4/20	Journal #2
4/20	Logical Fallacies (Discussion Post)
4/20	Essay Topics (Discussion Post)
4/23	Essay 3 Draft Posted
4/27	Slang (Discussion Post)
4/30	Essay 3 Due
5/4	Writing vs. Oral Presentations (Discussion Post)
5/4	Literary Reading (Discussion Post)
5/4	Oral Presentation Video Due
5/7	Essay 4 Due
5/9	Final Exam

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## 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 2024-2025 v2.pdf](https://www.com.edu/student-services/docs/Student_Handbook_2024-2025_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, Student Accessibility Services Coordinator

Phone: 409-933-8919

Email: [AccessibilityServices@com.edu](mailto:AccessibilityServices@com.edu)

Location: COM Doyle Family Administration Building, 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 1<sup>st</sup> 8-week session is February 26. The last date to withdraw from the 16-week session is April 21. The last date to withdraw for the 2<sup>nd</sup> 8-week session is April 30.

**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).