



English 1301.324C3 / 1301.325C3 / 1301.326C3
Composition and Rhetoric I
Fall 2025
Monday-Friday 7:10AM-2:50PM (varies by class period)

Instructor Information:

Name: Cheri Null Kirkland, MA

Email: cnull@com.edu

Phone: (409) 502-4531

Location: TCHS, Room D118

Student (Office) Hours: By appointment – in person or virtual

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.

Required Textbook/Materials:

- Open Educational Resources (OER) – a free resource that can be accessed here:
<https://pressbooks.pub/roughwritersguide/>
- Our grammar and writing “handbook” this year is the Purdue Online Writing Lab (OWL) website which can be accessed via this link:
<https://owl.purdue.edu/writinglab/index.html>

Course Description:

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. Course Prerequisites: See college catalog or advisor for current prerequisite requirements for English 1301.

Course requirements:

Besides the major assignments listed below, class activities and teaching tools may include discussions, group work, presentations, videos, and supplemental readings. Students are expected to read and review all material assigned.

Benefits of Taking This Course: Besides preparing students for academic writing in more advanced college courses, this class will help students sharpen general skills in writing, critical

thinking, and editing, skills that have proven to be important in getting hired, being promoted, and being successful in the workplace and society.

Determination of Course Grade/Detailed Grading Formula:

Course Assignments and Grading/Methods of Evaluation

Grading Plan

Major Assignments	80% of total grade
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Essay #1 (Rhetorical analysis)	20%
Essay #2 (Text based analysis)	20%
Essay #3 (Comparison/Contrast)	20%
Final Exam	20%

Portfolio	20% of total grade
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Professionalism/Participation	5%
Minor Assignments	5%
Oral Presentation	5%
Reader Responses	5%

TOTAL	100%
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Attendance Policy (professionalism): Regular class participation is expected; a student cannot expect to pass the class without contributing to coursework and other assignments on a regular basis. Students who miss class also miss important announcements and learning activities. Besides attending class regularly, students are expected to check course email at least every other day and to sign on to the class in Brightspace on a regular basis.

Late Work and Extra-Credit Policy: It is disrespectful to the teacher, fellow students, and yourself to come to class late and unprepared. Assignments are due before the end of class on the due date. Failure to comply will result in a zero for the assignment. Since this is a college level course, there is no extra credit, only the assigned work.

Make-Up: A student with an excused absence will have one day for each consecutive school day missed to make-up any missed work, with the exception of major assignments. All major assignments are due on the specified due date. If you are unaware of an impending absence, it is the student's responsibility to ensure the assignment is turned in on time. **TIP: Start writing papers right away when they are assigned so that you can submit your papers on time!**

Academic Dishonesty: Any incident of academic policy will be dealt with in accordance with 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, and the student will be referred to the Office of Student Conduct at COM for the appropriate disciplinary action.

Plagiarism: Plagiarism is using someone else's (**or AI's**) words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes paraphrasing someone else's words without giving proper citation, copying directly from a website and pasting it into your paper, 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 and remediation.

The plagiarism and academic-dishonesty policy applies to all written work submitted for this class, including tests, journals, quizzes, online forums, and essays. If you use anything from another source, you must document properly using MLA standards. Making up quotes or falsifying information will also be construed as academic dishonesty. Reusing your own assignments from an earlier class or this class (except for your own reading responses) is also not allowed; please ask me if you need guidance on this.

Please note that not all papers will necessarily be checked for plagiarism; the decision to check a particular paper for possible plagiarism is made based on my professional judgment and expertise, in part garnered from years of grading student papers. In English 1301, we will also be receiving additional instruction, resources, and guidance on avoiding plagiarism.

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 Dr. Brian Anderson at banderson@com.edu or by phone at 409-933-8186.

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Demonstrate knowledge of individual and collaborative writing processes.	Teamwork (TW)	1. Research-based Essay 2. Peer Review Activities 3. Essay assignments
2. Develop ideas with appropriate support and attribution.		Research-based Essay
3. Write in a style appropriate to audience and purpose.	Communication Skills (CS)	1. Research-based Essay 2. Essay assignments
4. Read, reflect, and respond critically to a variety of texts.	Critical Thinking (CT)	1. Research-based Essay 2. Essay and reader response writing assignments

5. Use Edited American English in academic essays.		1. Research-based essay 2. Other essay and reader response writing assignments
6. (PR) Evaluate choices and actions of others or one's own, and relate consequences to decision-making.	Personal Responsibility (PR)	1. Research-based Essay (appropriate and ethical use of research) 2. Course interaction and participation.

Course outline: Lesson Topics, Readings, Papers/Essays, and Assignments

Date	Material Covered	Activities and Assignments
Week 1 Week of 08/18	Discuss the syllabus, assessments, expectations, and outcomes. Becoming a critical reader – active reading; Literary and rhetorical terms	Write diagnostic essay in class. Due Friday 08/22: Read “Reading in College”; Answer all questions in Exercise 2. Due by 11:59PM on Friday uploaded in BrightSpace.
Week 2 Week of 08/25	The Art of Rhetoric: Ethos, logos, pathos; Rhetorical elements of the writing situation: audience, purpose, length	Due Friday 8/29 by 11:59PM in BrightSpace: Read “Chapter 5: Basics of Rhetoric” and answer all questions in Exercise 1. Upload into BrightSpace.
Week 3: Week of 09/01 *School closed 09/01 for Labor Day *Census Day is 09/02 – Students who have not attended at all up to this date will be dropped from the class.	The pre-writing process; Writing an outline; Diagram of an essay; MLA format	Essay #1 research a subculture & draft due 09/13 for peer review Due Friday 09/05 by 11:59PM in BrightSpace: Read “Chapter 4: Academic Writing” and answer Exercise 4.
Week 4 Week of 09/08	Paper 1: writing to define a concept (subculture); Assessing the writing situation Peer review workshop; conferences	Peer Review Essay #1 due in class on Sunday 09/21 by 11:59PM in BrightSpace.
Week 5 Week of 09/15	Summary vs. Analysis	Due Friday 09/21 by 11:59PM: Essay #1 Final draft uploaded into BrightSpace. Due Thurs. 9/18: Read “Chapter 6: Summary vs. Analysis” and

		<p>answer Exercise 1 and upload into BrightSpace.</p> <p>Essay #2 Rhetorical Analysis assigned & discussed.</p>
<p>Week 6 Week of 09/22</p>	<p>Peer Review workshop; conferences; Evaluating resources</p>	<p>Due Monday 10/03 Essay #2 draft due in class for Peer Review.</p> <p>Read “Chapter 10: Evaluating Resources” and answer question #3 in Exercise 1. Due by Friday 09/26 in BrightSpace.</p>
<p>Week 7 Week of 09/29</p>	<p>Conducting research; Documenting sources</p>	<p>Essay #2 final draft due – upload into BrightSpace on Sunday 10/05 by 11:59PM.</p> <p>Read “Chapter 7: Doing Research” and answer Exercise 1. Upload your answers into BrightSpace on Friday 10/03 by 11:59PM.</p>
<p>Week 8 Week of 10/06</p>	<p>Constructing a research journal</p>	<p>Essay #3 Compare & Contrast Essay assigned & discussed</p> <p>Read “Chapter 8: Keeping a Research Journal” and answer Exercise 1. Upload your Word doc into BrightSpace on Friday 10/10 by 11:59PM.</p>
<p>Week 9 Week of 10/13</p>	<p>Peer review workshop; conferences</p>	<p>Essay #3 draft due 10/17 in class for <i>Peer Review</i></p> <p>Read “Chapter 13: Refining Your Topic” and answer all of Exercise 2. Upload your Word doc on Fri. 10/17 by 11:59PM.</p>
<p>Week 10 Week of 10/20</p>	<p>Review of thesis statement; MLA text-based citation</p>	<p>Essay #3 final draft due Sunday 10/26 – upload via Turnitin in BrightSpace. Read “Chapter 14: Thesis Writing” and answer all of Exercise 3. Upload your Word</p>

		doc into BrightSpace on Fri. 10/24 by 11:59PM.
Week 11 Week of 10/27	MLA Works Cited page; In-text citations	Read “Chapter 25: “MLA Style: Works Cited Page” and “Chapter 26: MLA Style: In-Text (Parenthetical) Citations”. Do Exercise 2 (go through one of your previous essays) and upload into BrightSpace on Friday 10/31 by 11:59PM.
Week 12 Week of 11/03	Writing mechanics: Introductions, conclusions, body paragraph	Read “Chapter 20: Introductions and Conclusions” and “Chapter 21: Body Paragraph Basics” and answer question #2 in Exercise 1 in Chapter 21. Due on Fri. 11/07 by 11:59PM in BrightSpace.
Week 13 Week of 11/10	Revision strategies	Read “Chapter 29: Revision Strategies” and answer question #2 of Exercise 1 in a short paragraph and upload into BrightSpace. Due Fri. 10/14 by 11:59PM.
Week 14: Week of 11/17	Oral presentations	Oral presentations: Choose one of your essays to present to the class.
<i>Week 15: Week of 11/24</i>	<i>Thanksgiving Break</i>	
Week 16: Week of 12/01	Final Exam on Monday 12/01	Final Exam on 12/01

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/student-handbook.html>. 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 accommodation is requested to contact:

Kimberly Lachney, Student Accessibility Services Coordinator

Phone: 409-933-8919 Email: 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 1st 8-week session is October 1. The last date to withdraw from the 16-week session is November 14. The last date to withdraw for the 2nd 8-week session is November 25.

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.

Nondiscrimination Statement:

The College District prohibits discrimination, including harassment, against any individual on the basis of race, color, religion, national origin, age, veteran status, disability, sex, sexual orientation, gender (including gender identity and gender expression), or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of College District policy.

***DISCLAIMER: Information is subject to change dependent on the instructor, who will make reasonable attempts to give advance notification to students.**