



IRW 0320.159CL
Advanced Integrated Reading and Writing
Fall 2023
Monday/Wednesday 2:00 p.m. – 3:20 p.m./LRC 247

Instructor Information: Courtney Pugh

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Phone Number: 409-933-8640

Student hours and location:

Tuesday/Thursday: 9:30 a.m. – 11:00 a.m.; 1:30 p.m. – 3:00 p.m. (Main Campus – LRC; Ste B, Rm. 236)

Wednesday: 6:45 a.m. – 7:10 a.m. (League City Campus; Rm. 221)

9:00 a.m. – 12:00 p.m. (Main Campus – LRC; Ste B, Rm 236)

Required Textbook/Materials: Purdue Owl - https://owl.purdue.edu/owl/purdue_owl.html

**Additional reading materials will be made available through Brightspace on an as needed basis.*

Materials – The following are recommended for class each day.

- A flash drive (or cloud access) for essays and course work completed in and out of class.
- Spiral notebook/paper
- Pens, pencils, highlighters (different colors will be helpful)

Course Description:

This course integrates more advanced preparation than IRW 0300 regarding academic reading skills and skills in 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 ENGL 1301. Placement: (1) TSI Essay – score of 4 with TSI Writing multiple choice of 355-362 or (2) TSI Reading – score 346-350 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.**

Course requirements:

Grading for this course will use a traditional average. Assignments include quizzes, journal prompts, and course activities. A personal reflection essay will be due at the conclusion of this course.

Determination of Course Grade/Detailed Grading Formula:

- *Class Activities and participation (10%):* All course activities, discussions, participation,

- *Journal and Discussion Prompts (20%)*: Reflection journals and discussion prompts will be assignment from time to time in D2L/Brightspace.
- *Content Quizzes (20%)*: Content quizzes will be given throughout the semester to gage students understanding of course content.
- *Writing Assignments (25%)*: Writing assignments will be assigned to emphasize pieces of the writing process in ENGL 1301.
- *Personal Reflection (25%)*: A reflection will be completed at the conclusion of the semester. See D2L/Brightspace for the specifics of this assignment.

***** A note on Personal Responsibility*****

The personal responsibility grade will be included in the Course Activities grade category and will be assessed at the end of the semester. Students are expected to read and view all required course content materials, utilize the Course Toolbox provided in the Resources folder on D2L/Brightspace, utilize NetTutor and the COM Tutoring Center, carefully read and follow all instructions, and turn in all required assignments by the designated due date and time. Students are expected to arrive on time and be fully prepared to participate in class and in revision/editing exercises.

Final grading will be assigned based on the following scale.

100-90 = A

89-80 = B

79-70 = C

69-60 = D

59 & Below = F

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

All assignments are due by 11:59 p.m. on the posted due date. Students are expected to be aware of the due dates and manage their projects accordingly. Assignment sheets for each major project will be provided containing the relevant due dates, assignment criteria, and the grading rubric for transparency of expectations. A grace period of three days after the due date will be provided to account for last-minute issues. A deduction of 10 percentage points will apply to each assignment submitted during this grace period. After the grace period expires, students who have not submitted the assignment will receive a grade of "0". Deadlines will only be extended for cases involving military service, religious holidays, or **documented** emergencies.

*** If you are having trouble meeting a deadline for a major assignment, it is important you talk with me immediately, do not wait until the due date. Technology issues will not be considered an acceptable reason for the submission of late work. ***

Extra Credit:

Two opportunities are provided for students to receive extra credit. (1) Five points will be added to essay assignment grades when the paper is reviewed by COM tutors or NetTutor.

COM Tutoring Center – Take a screenshot of the conformation sheet sent to you after the session concludes. Be sure to include what was discussed during the session. Upload this document when the final draft of the essay assignment is submitted.

NetTutor – Take a screenshot of your tutoring session with comments from the tutor. Upload this image when you are submitting the final draft of the assignment.

(2) Five points extra credit will be applied to the final grade for completion of the course evaluation.

Attendance Policy:

Your participation is important to the success of this course. Excessive absences (4+) will result in a failing grade. Four class tardies (or leaving early) will be counted as one absence.

Remember: it is your responsibility to drop the course if you are unable to successfully complete it for any reason.

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. I will check my e-mail throughout the weekday and generally will respond within 24 hours with the exception of weekends, holidays, and illness.

Student Learner Outcome	Maps to Core Objective	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.	Critical Thinking (CT)	Academic Reading Selections
2. Comprehend and use vocabulary effectively in oral communication, reading, and writing.	Communication Skills (CS)	Academic Reading Selections
3. Identify and analyze the audience, purpose, and message across a variety of texts.	Critical Thinking (CT)	Academic Writing Activities
4. Describe and apply insights gained from reading and writing a variety of texts.	Critical Thinking (CT)	Paragraph Framework
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.	Communication Skills (CS)	ENGL 1301 Rough Drafts - Feedback

6. Determine and use effective approaches and rhetorical strategies for given reading and writing situations.	Critical Thinking (CT)	Academic and Activities	Reading Writing
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.	Teamwork (TW)	Academic and Activities	Reading Writing
Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.	Critical Thinking (CT)	MLA Activities and Paragraph framework	Format and
9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.	Personal Responsibility (PR)	Revising, and Proofreading	Editing,
10. Recognize and apply the conventions of standard English in reading and writing.	Personal Responsibility (PR)	Writing Sentences	Better Activities

Academic Dishonesty:

Any incident of academic dishonesty will be dealt with in accordance with college policy and the Student Handbook. Academic dishonesty – such as cheating on exams or plagiarizing a written assignment is an extremely serious offense and will result in a **grade of zero** on that exam, or assignment, and the student will be referred to the Office of Student Conduct for the appropriate disciplinary action.

Plagiarism: Plagiarism is a very serious offense and is not acceptable in this course.

- Copying someone else's words and claiming them as your own is plagiarism.
- Paraphrasing, summarizing, or quoting someone else's words without proper citations is plagiarism.
- Using someone else's images (still or moving), data, audio, interviews, etc. without proper citations is plagiarism.
- All essays will be submitted to Turnitin through D2L/Brightspace—a software that checks papers for plagiarism.

Claiming someone else's words as your own (copy / pasting or turning in a borrowed or bought paper) is completely unacceptable. Students who blatantly plagiarize will receive a grade of 0 and will be referred to the Office of Student Conduct for appropriate disciplinary action.

***Usage of Artificial Intelligence (AI) *** In this course, you may not use AI for any assignment in any way, shape, or form without the consent and guidance of the professor. The use of AI will be treated as plagiarism/academic dishonesty.

Avoiding Plagiarism: Research material must be cited both in the document and on a Work Cited Page. (MLA documentation style applies to all College of the Mainland English, humanities, philosophy, or speech classes). Remember to document when:

- ✓ Evidence is quoted directly from a source.
- ✓ Ideas from another source are paraphrased or summarized.
- ✓ Facts (i.e. statistics) or visual material from other sources must be documented.

Helpful Resources to Avoid Plagiarism:

- ✓ Purdue Owl: <https://owl.english.purdue.edu/owl/>
- ✓ <https://www.com.edu/student-services/docs/student-conduct-brochure.pdf>
- ✓ *The Little Seagull Handbook*
- ✓ The COM Tutoring Center

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 Brian Anderson, COM Humanities Department Chair, 409-933-8186.

Course outline: The professor reserves the right to make changes to the Course Outline as the need arises.

Week	Content	Assignments
Week 1	Preparing to Write in College Tutoring Center Tour	Office 365/Format MS Word E-mail Introduction
Week 2	Academic Reading	Article Personal Response Reading Environment and Strategies Quiz
Week 3	Academic Writing	Academic Writing Journal
Week 4	Plagiarism	Plagiarism Quiz
Week 5	MLA Source Citation	Source Citation Journal
Week 6	Thesis Statements	Thesis Statement Journal
Week 7	Paragraph Structure	Paragraph Structure Journal
Week 8	Writing Better Sentences	Avoiding Wordiness Activity
Week 9	Revising, Editing, Proofreading	Proofreading Quiz
Week 10	Learning to Research	Research Quiz
Week 11	Reading and Annotating Research	Reading and Annotating Activity
Week 12	Quoting the Experts	Quotation Quiz
Week 13	Paraphrasing	Paraphrasing Activity
Week 14	Synthesis and Analysis	Synthesis And Analysis Activity
Week 15	Personal Reflection Essay Draft	Revising Practices
Week 16	Writing Resources for Future Courses	Personal Reflection Essay due by 11:59 on Wednesday, Dec. 8

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.