



**ENGL 1301.001IN, 003IN**  
**Composition I**  
**Spring 2023**  
**Online**

**Instructor Information:**

Name: Micheal Crouch

Email: [mcrouch4@com.edu](mailto:mcrouch4@com.edu)

Phone Number: 409-276-7703 (voice and text)

**Student hours and location:** Virtual, by appointment only

**Required Textbook/Materials:** None—the instructor will provide all readings and instructional materials.

**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. Prerequisites: TSIA2 ELAR 945+ AND Essay 5+ OR TSIA2 ELAR

**Course requirements:**

- Short Essay: the first essay should be approximately 2 pages. Students will write a short essay with minimal instruction and guidance from the instructor. This assignment will be used to assess each student's current skills as a writer and to identify areas for improvement.
- Essays: major essay assignments will range from 2-5 pages in length, and each essay will build on your ideas as you focus on certain interests or ideas over the course of the semester. For each essay assignment, you will submit your prewriting, participate in peer review, and submit a final draft. All three components must be fulfilled in order for you to be eligible for all possible points. Prewriting and peer review are each worth 10% of the total grade for each major essay.
- Oral Presentation: as part of the College's oral communication across the curriculum initiative, this class includes an oral presentation assignment. Because this is an online class, you will be asked to video-record your presentation and submit it through D2L.

- **Journals:** students will be asked to generate 1-2 page journal entries, consisting of reflections and thoughts generated by the readings, class discussions, and other assigned topics. Although students have a lot of liberty in completing the journal assignments, they should not use journal assignments to vent about the class or other students; this may result in a failing grade on the journal. Please remain professional and use commonsense. Inform the instructor directly if you have a concern.
- **Discussions:** discussions are an important way to gauge student participation and keep the class engaged and interactive, particularly in an online class. Discussions give you a way to share ideas and interpretations with other classmates and the instructor. Because we do not meet in a face-to-face environment, discussions are graded as a way to encourage and objectively measure student participation. You should avoid using outside sources (such as websites) to complete discussions, since I am interested in your thoughts and analysis, but if you do use such a source, you should, of course, give credit with proper citations.
- **Quizzes:** There will be three quizzes covering topics including the writing process, plagiarism, and research and citation.

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

<b>Your grade will be determined by the following:</b>	<b>Details</b>	<b>Points</b>	<b>Percent of Final Average</b>
First Short Essay	1-2 pages	50	5%
Essay 1-Narration 1. Prewriting (10%) 2. Peer Review (10%) 3. Final Draft (80%)	2-3 pages	100	10%
Essay 2-Compare & Contrast 1. Prewriting (10%) 2. Peer Review (10%) 3. Final Draft (80%)	3-4 pages	200	20%
Essay 3-Argumentation & Persuasion 1. Prewriting (10%) 2. Peer Review (10%) 3. Final Draft (80%)	4-5 pages	150	15%
Oral Presentation	5 minutes	100	10%
Journals	10 @ 25 points each	250	25%
Discussions	12 @ 10 points each	120	12%
Quizzes	3 @ 10 points each	30	3%
Total		1000	100%

**Late Work, Make-Up, and Extra-Credit Policy:** If the last two and a half years have taught me anything as a teacher, it is that life happens. Sometimes, deadlines are missed because of one reason or another. I do not believe that students should be penalized for that. I have deadlines and students should try to adhere to those deadlines as closely as possible. I will, however, not take any points off for late essays or journal assignments. However, discussion boards are meant to simulate the discussion and classroom interaction that we would have if we were in a face-to-face class. Therefore, discussions cannot be submitted late and counted for credit. There may be extra credit assignments given throughout the semester, but they are at the instructor's discretion.

**Attendance Policy:** Regular class participation is expected; a student cannot expect to pass this online class without participating in discussions and other assignments on a regular basis. Students are expected to check email at least every other day and to sign on to the class as least four-five times per week to check assignments, take quizzes, and participate in discussions and learning activities. As stated in the COM student handbook, students are required to login to the course for the first time within 48 hours of the beginning of the semester. Students should expect to devote a minimum of three hours to the class each week in terms of D2L participation, just as they would be attending a normal class for three hours each week. This time commitment does not include the time required for reading, researching, completing writing assignments, and otherwise studying for the course. Please be aware that I can check a student's progress (including last sign-on date, items accessed, etc.) through D2L. For the purposes of this online class, "attendance means accessing the class on a regular basis (as indicated above); in addition, activities must be completed or attempted for attendance to be considered meaningful. This online class involves no mandatory face-to-face meetings, field trips, or synchronous online meetings, however you are always free to request a virtual meeting to discuss your progress in the class or to have content questions answered.

**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. You are free to text or call me at the number listed above, but I will not discuss grades or performance via text. This method of communication is meant to answer quick, general questions about assignments.

<b>Student Learner Outcome</b>	<b>Maps to Core Objective</b>	<b>Assessed via this Assignment</b>
1. Demonstrate knowledge of individual and collaborative writing processes.		Peer review activities, essay assignments
2. Develop ideas with inappropriate support and attribution.		Research-based essay
3. Write in a style appropriate to audience and purpose.	Communication Skills (CS)	Essay assignments
4. Read, reflect, and respond critically to a variety of texts.	Critical Thinking (CT)	Essay and journal assignments
5. Use edited American English in academic essays.		Essay assignments
6. Evaluate choices and actions of other's or one's own and relate consequences to decision making.	Personal responsibility (PR)	Essay assignments, course interaction and participation

**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, is an extremely serious offense and will result in a grade of zero on that exam or other assignment, and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

Plagiarism is using someone else's words or ideas and claiming them as your own. Plagiarism is a very serious offense. Plagiarism includes (but is not limited to) paraphrasing someone else's words without giving proper credit, copying directly from a website and pasting it into your paper, or using someone else's words without quotation marks (even if cited). Inadequate paraphrasing may also be construed as plagiarism. Any assignment containing plagiarized material will receive a grade of zero and the student will be referred to the Office of Student Conduct for the appropriate discipline action.

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 citation standards. Making up quotes or falsifying information will also be construed as academic dishonesty. "Recycling" or reusing your own assignments is 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 judgement and expertise.

**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 Chair of the Humanities Department, D. Brian Anderson at 409-933-8486 or [banderson@com.edu](mailto:banderson@com.edu).

## Course outline

Week Number	Activities & Assignments Due
1, 17-Jan   22-Jan	<ul style="list-style-type: none"> <li>• Introduce Yourself Discussion</li> <li>• First Short Essay Assigned</li> <li>• Writing Process Quiz</li> </ul>
2, 23-Jan   29-Jan	<ul style="list-style-type: none"> <li>• Fish Cheeks Discussion</li> <li>• First Short Essay Due</li> <li>• Plagiarism Quiz</li> <li>• Journal 1</li> </ul>
3, 30-Jan   5-Feb	<ul style="list-style-type: none"> <li>• The Lottery Discussion</li> <li>• Essay 1 Assigned</li> <li>• Journal 2</li> </ul>
4, 6-Feb   12-Feb	<ul style="list-style-type: none"> <li>• Champion of the World Discussion</li> <li>• Essay 1 Prewriting Due</li> <li>• Journal 3</li> </ul>
5, 13-Feb   19-Feb	<ul style="list-style-type: none"> <li>• Essay 1 Peer Review</li> </ul>
6, 20-Feb   26-Feb	<ul style="list-style-type: none"> <li>• Foul Shots Discussion</li> <li>• Essay 1 Due</li> <li>• Journal 4</li> </ul>
7, 27-Feb   5-Mar	<ul style="list-style-type: none"> <li>• Neat People vs. Sloppy People Discussion</li> <li>• Essay 2 Assigned</li> <li>• Research Tutorial Quiz</li> <li>• Journal 5</li> </ul>
8, 6-Mar   12-Mar	<ul style="list-style-type: none"> <li>• Grant &amp; Lee: A Study in Contrasts Discussion</li> <li>• Essay 2 Prewriting Due</li> <li>• Journal 6</li> </ul>
9, 13-Mar   19-Mar	<b>SPRING BREAK</b>
10, 20-Mar   26-Mar	<ul style="list-style-type: none"> <li>• Essay 2 Peer Review</li> </ul>
11, 27-Mar   2-Apr	<ul style="list-style-type: none"> <li>• Remembering my Childhood on the Continent of Africa Discussion</li> <li>• Journal 7</li> </ul>
12, 3-Apr   9-Apr	<ul style="list-style-type: none"> <li>• Size 6: The Western Women's Harem Discussion</li> <li>• Essay 2 Due</li> <li>• Journal 8</li> </ul>
13, 10-Apr   16-Apr	<ul style="list-style-type: none"> <li>• What's Wrong with Gay Marriage Discussion</li> <li>• Essay 3 Assigned</li> <li>• Journal 9</li> </ul>
14, 17-Apr   23-Apr	<ul style="list-style-type: none"> <li>• Tracking is an Assault on Liberty Discussion</li> <li>• Essay 3 Prewriting Due</li> </ul>
15, 24-Apr   30-Apr	<ul style="list-style-type: none"> <li>• Essay 3 Peer Review</li> </ul>
16, 1-May   7-May	<ul style="list-style-type: none"> <li>• Facebook is Using You Discussion</li> <li>• Essay 3 Due</li> </ul>
17, 8-May   12-May	<ul style="list-style-type: none"> <li>• Waste Not, Want Not Discussion</li> <li>• Oral Presentation Due</li> <li>• Journal 10</li> </ul>

All written assignments (essays and pre-writing, final drafts, and journals) are due by 11:59 PM on Sunday of the week.

You should post your first discussion post or essay draft for peer review by 11:59 PM on Wednesday each week and reply to at least 2 classmates by 11:59 PM on Sunday each week. If you make an initial post and do not respond to at least 2 classmates, you are only eligible for half credit. Likewise, if you do not post your own work and only respond to classmates, you are only eligible for half credit.

Any deviation from this will be noted in the learning activity checklist provided at the beginning of each module.

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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 [Student Handbook 2022-2023\\_v4.pdf \(com.edu\)](#). *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](mailto: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 1<sup>st</sup> 8-week session is March 1. The last date to withdraw from the 16-week session is April 24. The last date to withdraw for the 2<sup>nd</sup> 8-week session is May 3.

**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).