



English 1301.326/327 CL
Written Composition I
Fall 2021
M-F 7:15-803; 9:49-10:36

Instructor Information:

Name: Courtney Pugh
Email: cpugh@tcisd.org, chill3@com.edu
Phone Number: (409) 916-0800

Student hours and location: M/T – 2:50-3:20; Th – 2:50-3:50

Required Textbook/Materials:

The Little Seagull Handbook and *Everyone's an Author with Readings* are recommended texts for the semester.

*About the books: There are a number of online composition texts to aid the writing process. ([Purdue Owl](#), for example). However, this is a textbook that will be useful beyond this semester as you pursue your higher education goals

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.

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: One of the following TSI score combinations or equivalent developmental courses with a grade of "C" or better (1) TSI Reading 351 and TSI Writing 340 and TSI Essay 4; or (2) TSI Reading 351 and TSI Writing less than 340 with ABE 4 and TSI Essay 5.

Course requirements:

This semester we will work through the writing process for three short essays, a lengthy research paper, and an oral presentation of one of your papers. Classwork will revolve around the completion of the writing process through class discussions, journal responses, peer reviews, and presentations

Students will need to have computer and internet access. Students will utilize Blackboard and Office 365 for all course assignments.

Determination of Course Grade/Detailed Grading Formula:

Grading Formula:

Diagnostic Essay	100 points
Essays	300 points (3 @ 100 points each)
Research Paper	200 points
Oral Presentation (QEP)	50 points
Peer Review	100 points (4 @ 25 points each)
Journal Responses	100 points (10 posts @ 10 points each)
Library Research Tutorial	50 points
TOTAL	900 Possible Points

Grading Scale:

A=100-90

B=89-80

C=79-70

D=69-60

F=59-0

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

Late Work/Make-up Policy: Deadlines are posted on the course syllabus and assignment sheets given in class. Assignments must be turned in to Blackboard by the beginning of class on the due date. A printed copy of the essay also needs to be turned in to me in class on the due date. Essays turned in after class on the due date will receive a deduction of 10 percentage points from the total grade. Essays turned in the next day will receive a deduction of 20 points from the total grade. Papers turned in beyond this point will not be accepted unless special arrangements are made prior to the due date.

Extra Credit Policy: This is a college course and extra credit is not likely to be given. The only opportunity for extra credit will be at the end of the course for filling out the course evaluation.

Attendance Policy:

You are expected to be prepared and in class ready to fully participate. Class discussion and group activities are components of your success in this course. Excessive unexcused absences (6+) will result in a failing grade.

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. (Faculty may add additional statement requiring monitoring and communication expectations via Blackboard or other LMS)

Student Learner Outcome	Maps to Core Objective	Assessed via this Assignment
1. Demonstrate knowledge of individual and collaborative writing process	Teamwork (TM)	Peer Review and Editing Activities
2. Develop ideas with appropriate support and attribution.	Communication Skills (CS)	Short Essay Assignments, Discussion Responses, and Research Paper
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 Discussion Responses
5. Use edited American English in academic essays.	Team Work (TM) Personal Responsibility (PR)	Essay and Discussion Responses
6. Evaluate Choices and actions of others or one's own, and relate consequences to decision-making	Personal Responsibility (PR)	Research-based Essay and appropriate use of research

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 for the appropriate discipline action.

Humanities Department Policy Statement on 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 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 discipline action. Ignorance will not be an acceptable defense: all students are responsible for familiarizing themselves with the rules of documentation.

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 Speaking and Writing 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 Theresa Jones, COM Dual Credit Office, 409-933-8449, or Brian Anderson, COM Humanities Department Chair, 409-933-8186.

Course outline: (include calendar with lecture topics, due dates)

Date	Before Class	In-Class	Due Dates
Week 1 8/23	<i>TLSH</i> and other selected handouts	Course Introduction The Writing Process Diagnostic Essay Reflection Essay Samples	Diagnostic Essay Due: 8/27
Week 2 8/30	<i>TLSH</i> : Ch. W-10; W-13; S-1-4 Select a favorite photo	Reflection Essay Samples Brainstorming Activities	<i>Journal #1</i>
Week 3 9/6	<i>TLSH</i> : W-6; S-5 – S-9 Revision/Editing Process	Peer Review Revision/Editing Process	<i>Essay #1 Peer Review</i> <i>Journal #2</i>
Week 4 9/13	<i>TLSH</i> : W-7; L-1 – L-5 Selected Handouts	Brainstorming Activities Article Discussion	<i>Journal #3</i> Essay #1 Due
Week 5 9/20	<i>TLSH</i> : L-6 – L-10 Observations	Brainstorming Activities The Thesis Statement	<i>Journal #4</i>
Week 6 9/27	<i>TLSH</i> : P-1 – P-5 Observations	Brainstorming Activities Essay Drafting	<i>Essay #2 Peer Review</i>
Week 7 10/4	Selected Handouts Article Selection	Revision and Editing Activities	<i>Journal #5</i> Essay #2 Due
Week 8 10/11	Researched Article	Visual Presentation	<i>Journal #6</i>
Week 9 10/18	Selected Handouts	Visual Presentation	QEP Presentation
Week 10 10/25	Selected Handouts	Article Selection Research	<i>Journal #7</i>
Week 11 11/1	Selected Handouts	Research Tutorial Format	<i>Journal #8</i>
Week 12 11/8	Outside Research	Library Database Review Research Paper Format	<i>Journal #9</i>

Week 13 11/15	Outside Research	Library Database Review	<i>Journal #10</i> Research Papers Due
Week 14 11/22	Thanksgiving Break		
Week 15 11/29	Literary Selections	Literary Analysis	Peer Review #4
Week 16 12/6	Literary Selections	Editing/Revision	<i>Essay #3 Due</i> <i>COM Grades Due by</i> <i>Dec. 9</i>

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 for future updates.