ENC 1101: Composition I

Fall 2016

Instructor: Megan Evans

Course CRN: 11905

Course Time and Location: TR/ 8:30-9:45/ 4-235

Office Hours: MW 8:30-9:45, 11:15-12:45/ TR 1:00-3:45/ F 10:00-12:00 Online

Office Location: 3-251

Email: mevans34@valenciacollege.edu

Catalog Description

“Prerequisites: Score of 103 on writing component of PERT or equivalent score on other state-approved entry test or minimum grade of C in [ENC 0027](https://webmail.valenciacollege.edu/OWA/redir.aspx?SURL=7tk7F09CpSOpvASViI9tjUnexIKFqPxuxInfqtjG-FXEmMOIZ6nSCGgAdAB0AHAAOgAvAC8AYwBhAHQAYQBsAG8AZwAuAHYAYQBsAGUAbgBjAGkAYQBjAG8AbABsAGUAZwBlAC4AZQBkAHUALwBzAGUAYQByAGMAaAAvAD8AUAA9AEUATgBDACUAMgAwADAAMAAyADcA&URL=http%3a%2f%2fcatalog.valenciacollege.edu%2fsearch%2f%3fP%3dENC%25200027) or minimum grade of C in ENC 0025C or [EAP 1640C](https://webmail.valenciacollege.edu/OWA/redir.aspx?SURL=7J0stbB0KBWnkpy_VK4mX7TSx0ozjGmMz9KYIio7O_3EmMOIZ6nSCGgAdAB0AHAAOgAvAC8AYwBhAHQAYQBsAG8AZwAuAHYAYQBsAGUAbgBjAGkAYQBjAG8AbABsAGUAZwBlAC4AZQBkAHUALwBzAGUAYQByAGMAaAAvAD8AUAA9AEUAQQBQACUAMgAwADEANgA0ADAAQwA.&URL=http%3a%2f%2fcatalog.valenciacollege.edu%2fsearch%2f%3fP%3dEAP%25201640C), and a score of 106 on reading component of PERT or equivalent score on other state-approved entry test or minimum grade of C in REA 0017C or [EAP 1620C](https://webmail.valenciacollege.edu/OWA/redir.aspx?SURL=ymp_P0g1DDucleMsR5g0Ugkew0G0WQp5juoq4XQgxD7EmMOIZ6nSCGgAdAB0AHAAOgAvAC8AYwBhAHQAYQBsAG8AZwAuAHYAYQBsAGUAbgBjAGkAYQBjAG8AbABsAGUAZwBlAC4AZQBkAHUALwBzAGUAYQByAGMAaAAvAD8AUAA9AEUAQQBQACUAMgAwADEANgAyADAAQwA.&URL=http%3a%2f%2fcatalog.valenciacollege.edu%2fsearch%2f%3fP%3dEAP%25201620C). Development of essay form, including documented essay; instruction and practice in expository writing. Emphasis on clarity of central and support ideas, adequate development, logical organization, coherence, appropriate citing of primary and/or secondary sources, and grammatical and mechanical accuracy. Gordon Rule course in which the student is required to demonstrate college-level writing skills through multiple assignments. Minimum grade of C is required if [ENC 1101](https://webmail.valenciacollege.edu/OWA/redir.aspx?SURL=HsIxGhfwzYdnieut-TSwpLOz-gdulN2xvRSR76a2fEEk-sWIZ6nSCGgAdAB0AHAAOgAvAC8AYwBhAHQAYQBsAG8AZwAuAHYAYQBsAGUAbgBjAGkAYQBjAG8AbABsAGUAZwBlAC4AZQBkAHUALwBzAGUAYQByAGMAaAAvAD8AUAA9AEUATgBDACUAMgAwADEAMQAwADEA&URL=http%3a%2f%2fcatalog.valenciacollege.edu%2fsearch%2f%3fP%3dENC%25201101) is used to satisfy Gordon Rule and General Education Requirements.” (Catalog).

Course Description

The goal of ENC 1101 is to help you master the fundamentals of essay-writing and to give you the opportunity to develop your individual voice. We will also work on refining your grammar, punctuation, and reading skills in order to make you more academically competitive in your current classes and in your future life beyond Valencia.

Textbooks

Buscemi and Smith. *75 Readings Plus, 10th ed.*

Bullock and Weinberg. *The Little Seagull Handbook*, 2nd ed.

Attendance and Classroom Expectations

*Attendance:*

The [Valencia College Attendance policy](http://catalog.valenciacollege.edu/academicpoliciesprocedures/classattendance/) states that students are expected to attend every class, beginning with the first class meeting. Students whose names appear on my printed class roll on the first day but ***do not show*** will be marked as a No-Show and withdrawn from the class. Please see the college catalog for Valencia’s full policy.

***Attendance is directly related to success in this course*.** After ***two absences***, students will be sent an Excessive Absence notification via Blackboard. A fourth absence may result in withdrawal from the course. I reserve the right to withdraw any student with four or more absences before the [withdrawal deadline](http://catalog.valenciacollege.edu/academicpoliciesprocedures/courseattemptscoursewithdrawal/), but I do not guarantee that I will do so; if a student needs the withdrawal rather than the grade of F, he or she is advised to initiate the process or contact me to discuss this. If attendance might be a problem, an online course would be a better option. I will not withdraw any student after the [withdrawal deadline](http://catalog.valenciacollege.edu/academicpoliciesprocedures/courseattemptscoursewithdrawal/) has elapsed.

***Students are expected to be on time and stay for the entire class meeting.*** Two ‘lates’ count as an absence; if attendance is not also an issue, four ‘lates’ may result in withdrawal. I may choose to exercise my right to withdraw chronically-late students; absent students injure only themselves, but late students injure morale and interfere with the learning of others. Also, part of your grade depends on attendance. For each day you are absent, late, or leave early you will lose five points.

*Classroom Expectations:*

**My Agreement:**

* I will be on time to class.
* I will answer your emails within 24 hours of receipt Monday through Friday. I do not check email on weekends. I assume you like to have fun with your friends and family on the weekends, and you should assume I do too.
* I will post all your scores in [Blackboard](https://learn.valenciacollege.edu/) so you’ll always know where you stand in the class.
* I will not text or answer calls while conducting class. You will have my full and undivided attention.
* If I watch a Youtube video in class, I will make sure that you can see it, too.
* If for any reason I cannot make it to class, I will, if physically possible, set up the announcement and assignment at Blackboard and in an Atlas email canceling that class meeting. Out of respect, I will never stick you with a babysitter.

**Your Agreement:**

* You promise to learn to the best of your ability.
* You will check your Atlas email account daily to see if I have sent notifications and updates.
* Out of respect for the other students, you will come to class on time.
* You will stay for the entire class meeting.
* If you’re late to class, you take responsibility for notifying me at the end of that class period. Otherwise, your attendance that day will not be recorded and the absence will count against you.
* You will take care of all bathroom and refreshment needs either before class or after, not during.
* You will not make or answer phone calls during class. Leaving the classroom during class disrupts the learning atmosphere for both you and your classmates.
* Like me, you will set your phone on vibrate and turn off all electronic devices including laptops and iPad/tablets, etc. before class begins.
* You will follow proper email etiquette (see next section).

Email Etiquette

All email correspondence to me will be sent through Atlas email. **I will only reply to emails sent from your Atlas email. All other email messages will be deleted without being read.** This may sound harsh, but this policy works to avoid viruses. Atlas automatically scans emails for viruses, making correspondence safe and easy.

Your email messages to me must include:

* A Subject Heading. The subject heading must include our course CRN number (see the top of our syllabus) so that I know which class you are in.
* A greeting (“Dear Professor Evans,” “Hi Professor Evans,” etc.)
* You message, checked for correct spelling, grammar, and punctuation.
* A salutation (“Sincerely, Jane Doe,” “Thank you, Jane Doe,” etc.) Make sure you always include your full name in your salutation. I cannot give you the information you are asking for if I don’t know who you are.

Additionally, make sure you purge old email from previous semesters so that important emails are not rejected by your email account.

Technology Uses and Excuses

For your convenience and mine, I have posted all assignments in Blackboard, and all assignments not completed during our class meetings will be turned in through the appropriate location in Blackboard. Because of this, you must ensure that you have reliable Internet access when submitting assignments. Technological problems will not be accepted as an excuse for late written work. If your own computer is out of commission, you will be expected to drive to campus to complete your work at one of Valencia’s computer labs.

Academic Honesty

Plagiarism is defined as “to take (ideas, writings, etc.) from another and pass them off as one’s own” (Webster). All work submitted for credit in this class must be the product of the individual student’s own original thoughts supported and informed by appropriately documented and credited sources.

Turning in the same essay for two different courses is considered self-plagiarism and will result in a zero for the paper. You may legitimately wonder how anyone would ever know; this is one of the purposes of the SafeAssign plagiarism scan (see below).

Valencia College subscribes to SafeAssign. This Blackboard feature allows students to upload their essays so that software can compare these essays to every available electronic resource in the world, looking for parts that match up with previously published sources. All written assignments must be submitted for plagiarism analysis at SafeAssign. Caveat: Before you upload your document, confirm that you have attached the right file. A discrepancy will raise a red flag and prevent me from grading the piece on time.

Why go to all this trouble? Plagiarism is morally indefensible. Any assignment showing signs of plagiarism, either the deliberate cutting-and-pasting of online or print sources, the recycling of essays from previous classes, or the result of inattention and incompetence will be given a grade of zero. A second offense will result in an automatic F for the entire course and, if deemed appropriate, an appointment with the dean of the Communications Department.

Withdrawals

The deadline this session for withdrawing is November 11, 2016. If you choose withdrawal for any reason, you must do it yourself before the deadline.

Grades/ Assignments/ Late and Missing Assignments

Valencia College requires that no less than a C be earned as a final grade. You must complete all the written assignments to meet the Gordon Rule requirement.

|  |  |
| --- | --- |
| **Assignment** | **Point Value** |
| Essay #1 | 75 pts |
| Peer Reviews (4 @ 30 pts each) | 120 pts |
| Essay Rough Drafts  | 80 pts |
| Essay #2 | 75 pts |
| Essay #3 | 75 pts |
| Research Essay | 125 pts |
| Research Presentation | 50 pts |
| Entrance Tickets (3 @ 10 pts each) | 30 pts |
| Grammar and Mechanics Board Openers (8 @ 5 pts each) | 40 pts |
| Introduction and Conclusions Discussion | 10 pts |
| MLA Research Discussion | 20 pts |
| Reading Reflections (11 @ 10 pts each) | 110 pts |
| Student Conference | 20 pts |
| Debates (2 @ 10 pts each, plus extra credit) | 20 pts |
| Attendance and Participation | 150 pts |
| **Total** | **1000 pts** |

* **Essays**: All essays must be turned in on the date specified in the syllabus. The first essay will be submitted in hard copy and in Blackboard. All remaining essays will be submitted only on Blackboard. Late essays can be turned in up to four days late. After four days late, your grade for the assignment will be a zero. For each day the assignment is late, five points will be deducted from you grade. **Note:** The documented research essay, as stated in the college catalog, is required for this class. Students who do not complete the research essay will automatically fail the course.
* **Peer Reviews and Rough Drafts**:All four essays will be peer reviewed in class by your classmates. In order to be allowed to participate in the peer review process and receive the points associated with this activity, you must bring a printed copy of your rough draft to class the day the peer review takes place, and you must submit the rough draft to Blackboard. No late rough drafts will be accepted, and the peer review cannot be made up if you are absent the day of the peer review.
* **Entrance Tickets**: Three times this semester, you will complete three Entrance Tickets, which I will check at the beginning of class. If you are absent the day an Entrance Ticket is due, you simply lose those points.
* **Grammar and Mechanics Board Openers**: During the first half of the semester you will be required to read through Power Point presentations on specific grammar and mechanics topics. The information you learn in these presentations will be put into practice at the beginning of the following class meeting through board opener activities. If you are absent the day of a board opener, you simply lose those points.
* **Reading Reflections**: For each primary assigned reading in this course, you will complete a reading reflection in Blackboard. Each reflection is due before the class meeting in which we will be discussing the text. No late reflections will be accepted.
* **Student Conference**: I care deeply about my students’ success, not just in my course but throughout college. The purpose of the conference is to identify challenges and come up with solutions together.
* **Debates**: During the last half of the semester there will be two debates. If you are absent the day of a debate, you simply lose those points.
* **Discussions**: You will complete two online discussions in Blackboard. No late discussions will be accepted.
* **Research Presentation**: During our Final Exam period, you will give a presentation on your research paper for the class.
* **Attendance/Participation**: In addition to attending class, you will also be graded on your level of participation. Students who are found to be text messaging, making phone calls, surfing the internet, looking at social networking sites, sleeping, or failing to interact with classmates in a productive discussion will see their attendance/participation grades reduced for each day any of the above infractions.

The Writing Center/Communications Lab

As a Valencia College student, you are entitled to utilize the West Campus Writing Center. The Writing Center staff is there to help you make your essays the best they can possibly be by assisting you with overall essay structure, support of ideas, grammar, and mechanics. If you wish to get the best grade possible, I highly recommend you take your essays to the Writing Center at least one day prior to the due date.

The Communications Lab provides tutors and more casual instruction on the writing skills you are expected to master in this course. Walk-ins are always welcome

To make an appointment with the Writing Center, call 407-582-1812 or stop by 5-155.

Students with Disabilities

Students who are registered with the Office for Students with Disabilities (OSD) and need special accommodations should notify me privately and provide the necessary documentation. Please note: I am not required to make special accommodations for students who have not properly notified me of their documented disability.

Bay Care Counseling and Academic Advising

Valencia College’s devotion to student success is not limited to classroom experiences. Free counseling services are offered to students through BayCare. Additionally, academic advisors are located on each campus to guide students in choosing the right courses.

BayCare phone number: 800-878-5470