

Course Syllabus

Freshman Comp I – CRN 26805 - ENC 1101 – Section W19

Spring 2016

Professor: Jacob
Room: Building 1 Room 149
Time: 8:30 am – 9:45 am
Dates: Monday and Wednesday
E-mail: pjacob3@mail.valenciacollege.edu

***Print the syllabus at the Valencia College Faculty Front Door website – Paul W. Jacob – Syllabi**

ENC 1101. Freshmen Composition 1.

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 or minimum grade of C in ENC 0025C or EAP 1640C, 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. 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 is used to satisfy Gordon Rule and General Education Requirements.

Books and Materials

- Bullock, Richard, and Francine Weinberg. *The Little Seagull Handbook*. New York: W.W. Norton, 2011. Print.
- Buscemi, Santi V., and Charlotte Smith. *75 Readings Plus*. 10th ed. Boston: McGraw Hill, 2013. Print.
- College Dictionary/Thesaurus.
- Two folders with side pockets.

Course Objective

This is a foundational course, which means that it will engage you in many core disciplines, such as: college writing, college-level reading comprehension, clear verbal communication and an oral presentation. This course will teach the development of essay forms, including a documented essay.

Emphasis will be placed upon the clarity, rhythm and descriptiveness of your writing, including the development of your own voice. Additional writing focuses are: central and support ideas for your thesis statement, adequate development of topic, logical organization, overall coherence, appropriate citing of primary and/or secondary sources for your documented essay, and grammatical and mechanical accuracy. You will also read various essays and speak and write about them in a reflective way.

Course Evaluation

Presentation.....	5%
Class Participation.....	20%
Quizzes/Homework.....	20%
Essays.....	45%
Final	10%

Presentation 5%

There will be one five minute presentation in front of the class where you teach the class about your favorite song or poem, going through it line by line to interpret and explain its deeper meaning to the class. This will be a power point presentation.

Class Participation 20%

Open and honest discussion is very important to the evolution of this course and your writing proficiency, thus students should be prepared for each class. This includes having your required text books, having read all relevant materials and completed any written assignments, so that you are well informed and are able to deeply engage the professor and fellow students on any pertinent topics. Students will also participate in peer writing workshops, where they will be required to provide helpful feedback to their fellow students. If you just sit in class and do not participate, you will not earn any class participation points. If you are disruptive during class or use your cell phone during class you will receive a 0 for the day. (Attendance and behavior are factored into your overall participation grade as written about later in this syllabus.)

Pop Quizzes and Homework 20%

There will be several pop quizzes on the reading assignments. There will also be homework assignments based on the reading assignments.

Essays 45% (Each of the three essays is worth 15% for a total of 45%)

Students will be required to complete three essays throughout the semester, including one in-class essay and one documented essay.

Final 10%

Students will complete a final exam on the last day of class.

COURSE WORK

Students are required to write essays both within and outside of class; as well as complete homework and other classroom assignments.

Proper Format – Homework and Essays

Homework and essays must be typed, double-spaced and stapled together if longer than one page. Each assignment must have the following heading in the upper left corner in MLA format:

Student Name

Professor Jacob

ENC 1101

Date

All essays must be turned in during class. If you are going to be absent on the due date, your paper must be sent to my Valencia email account before the start of class on the day of your absence. Otherwise it will not be accepted.

#1 In-Class Essay (500-600 words)

This will be a descriptive narrative essay. The topic will be provided in class that day.

#2 Informative Definition Essay: (600-700 words)

This essay should define a specific word by utilizing personal reflection, life experience and online research as support.

#3 Documented Persuasive Argument: (700-800 words)

Topic TBA.

Homework (Reading Responses) and Classwork

Homework will be accepted in class on the due date only. It will not be accepted late. You can email me the homework assignment before the start of class if you are going to be absent. Otherwise it will not be accepted. **If a student misses a class, it is their responsibility to email the professor in order to find out any assignments that they missed and need to complete for the next class.**

FINAL EXAMINATION

The final examination for ENC 1101 will consist of an in-class grammar and writing assignment. Students must attend the final exam. Failure to do so will result in a zero.

Attendance

Regular attendance is expected and is necessary to ensure one's success in the class. If you miss the first class, you will be withdrawn from the class. This is because in the first class we go over the syllabus together which lets you know everything that is expected of you for this class for the whole semester. Two unexcused absences within the first four weeks of class or four unexcused absences overall will result in your being withdrawn from and/or failing this course. Each unexcused absence will result in a zero for your participation grade for that day. Reasons for absence given to me in advance may (or may not) be excused. Chronic lateness to class is disruptive and rude to your teacher and your classmates. I will count every two late entrances to class as one absence. **If you come to class late, it is your responsibility to see me after class to ensure that I have noted your arrival in the grade book.**

Note: In assessing your participation, I will also expect you to take part in class discussions: this includes having your textbooks with you and open during discussion, along with your completion of peer reviews and other group exercises, and will count as 20% of your final grade.

Deadline Procedures

Papers are considered due at the beginning of the class period; if you are absent the day a paper is due you must email me that paper by the start time of class in order for it to be accepted.

E-Mail to Instructor

- Students should only e-mail the instructor from their college e-mail accounts, and they must copy themselves on all e-mails sent to the instructor, particularly if a paper is attached. This provides proof of the date and time of the transmission in case the message is lost or delayed. If you miss class, e-mail me pjacob3@mail.valenciacollege.edu.

Withdrawal Policy

Students may withdraw themselves for a W up until the withdrawal deadline. After the withdrawal deadline, students can no longer withdraw themselves, but the professor can withdraw students for excessive absences, failure to hand in work, two cell phone violations or bad behavior. Any students who are withdrawn for these reasons either before or after the withdrawal deadline will receive a W.

Classroom Conduct

Students must at all times behave in accordance with the student catalogue's conduct code (6Hx28: 10-18). However, that code is only a foundation. I expect students to act like reasonable, civil, convivial human beings toward me and toward their classmates. **Cell phone use is not allowed during class. Your cell phone should be turned off during class. If you use your cell phone in any way during class time you will receive a zero for the day. Two cell phone violations will result in you being withdrawn from the class or failed.** The following is a list of protocols to which students must adhere to when in our classroom:

Shut door quietly if entering or leaving while class is in session.

Listen respectfully to comments of others (this means no side whispering, etc.).

Turn off cell phones and put them away.

*Failure to follow these expectations can lead to unnecessary attention being drawn to you, a zero participation grade for the day, or ejection from the classroom. Continued bad behavior can lead to withdrawal from the class. It's simple: come prepared, challenge yourself, enjoy learning, have fun, grow and allow others to do the same and everything will be all good.

Academic Honesty

Plagiarism is claiming as your own a paper that in whole or in part was prepared by someone other than yourself. Incomplete paraphrasing constitutes plagiarism, regardless of intent. Lack of source attribution is also considered plagiarism. Any essay that contains a plagiarized passage, no matter how small, will be given a zero. If you are caught plagiarizing more than once you will be withdrawn from or fail the course.

Gordon Rule

To satisfy the state requirement called the Gordon Rule, students in ENC 1101 are required to complete multiple college-level writing assignments and achieve a grade of C or higher.

Where to go for help

With your essays:

- Your professor – pjacob3@mail.valenciacollege.edu
- The Writing Center (5-155) – by appointment
- External sources – list available at <http://valenciacollege.edu/west/lss/communications/links.cfm>

With your life:

Valencia College is interested in making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help with issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home, or work. BayCare Behavioral Student Assistance Program (SAP) services are free to all Valencia students and available 24 hours a day by calling (800) 878-5470. Face-to-face counseling is also available.