

ENC 1101
English Composition I
Syllabus

Professor: Paul Licata, PhD
Office: 6-326
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Office Hours: 5:45-6:45 Mon. evening
8:00-9:00 a.m. Weds. Email

Withdrawal with Refund deadline: January 19, 2016

Course Prerequisite Recommendations: The student should demonstrate adequate writing skills on the diagnostic essay that is to be completed during one class session. Those learners who do not demonstrate adequate writing skills will be counseled as to available choices.

Course Objectives: Successful students will have exercised and demonstrated college level competencies in reading comprehension, analysis, and composition. They will be able to recognize an author's purpose, overall organizational pattern and distinguish between fact and opinion. The successful student will also determine the meanings of words on the basis of context, identify supporting details, and draw logical inferences and conclusions. The student will demonstrate an ability to draft and write multi-paragraph essays, use **internal documentation**, and **demonstrate an ability to use a word processing computer assisted editing program**. Most importantly, the student will demonstrate an ability to identify a topic, generate a thesis that is appropriate to audience and purpose and provide related **concrete** supporting details

Textbooks--Required:

Buscemi, Santi V. and Charlotte Smith. *75 Readings Plus*. 10th ed. New York: McGraw-Hill, 2013 (ISBN 978-0-07-742644-6).

Bullock, R., Michael Brody, and Francine Weinberg. *The Little Seagull Handbook*. 2nd ed. W.W. Norton & Co., 2014 (ISBN 978-0-393-93581-3).

Textbooks—Optional Recommended

Thesaurus

College level desk dictionary. Should be brought to class.

Required Materials:

Notebook paper should be 8 ½ x 11 inch lined white paper with clearly identifiable left and right margins. Several blue or black-ink ballpoint pens. [No final will be accepted if it is not in blue or black ink.](#)

Class Attendance: After two absences, the student will be sent an excessive absence notice. The student then must counsel with the instructor prior to returning to class. However, after three (3) absences the student will be withdrawn from the class.

Tardiness: Being tardy, arriving after the appointed time for the class, will be considered ½ absence and will contribute to the total number of absences in the class.

Writing Requirements: The Florida state college system requires that all students enrolled in ENC 1101 write multiple college level essays. Essays will be assigned to meet this requirement.

Grading:

All regular essays	80%
Documented Essay	20%
Preparedness and class contribution	10%

Essays will be graded according to the attached essay evaluation standards

Withdrawal Deadline: April 1, 2016

If a learner ceases to come to class and does not formally withdraw from the class missing assignments will be averaged into the final grade*

Passing Grade Requirement: In accordance with the Gordon Rule, student must have (1) earned a grade of "C" or better for class assignments and (2) received a passing final exam grade. Failure to meet either of these requirements will preclude the student's receiving a passing grade in the course

Drafts: All Final drafts must be in blue or black ink. Pencil drafts will not be accepted and will continue to be late until acceptable draft is received.

Late Work: No late papers or other assignments will be accepted without prior approval from the instructor. No papers or assignments will be accepted if they are not handed in by the student assigned to the class. Late work will be reduced by one letter-grade per day, beginning at the "start of class" on the date the assignment is due.

Mailbox-5-231 Any materials that need to be "dropped off" must be placed in the instructor's mailbox. **Materials left on or under my office door (6-326) will be discarded.**

Office hours: Mon. even 5:45-6:45 p.m. Weds: 8:00-9:00 a.m. via email/Blackboard or at plicata@valenciacollege.edu

Plagiarism: Any plagiarized work will be assigned a grade of **F** and/or the student will be withdrawn from or fail the course and/or may be recommended for expulsion from the school. When questions of authenticity arise, the student will be held responsible for providing evidence of the work's originality. Students should, therefore, keep copies of all research materials, outlines, rough drafts, and final drafts.

Textbooks: Students should always have the appropriate text in class. If the student is uncertain which text will be used, it will be the student's responsibility to bring all texts, if necessary. **A student without a text is unprepared, and being unprepared will negatively affect the student's final grade.**

Cell Phone or Texting in class:

Texting or other cell phone use is not permitted in class. On the first (1st) violation, the learner will be dismissed from class for ten (ten) minutes (after which, if the learner chooses, he or she may return to the work of the class). On the second (2nd) violation the learner will be dismissed from the class and be considered absent for the day (see attendance policy). On a third occurrence, the learner will be withdrawn from the class and will receive an F for the semester. **NO EXCEPTIONS.**

Participant Informed Consent Form

A research study is being conducted to assess college level writing in ENC 1101, English Composition I. Student work will be collected at random from students enrolled in this course each academic term. Your instructor may be asked to submit a paper that you have written during the course of the semester. Your identification will be removed from the work so as to preserve your anonymity and confidentiality. The work will then be holistically scored using a rubric. Those results will be used to improve instruction. You will not be asked to do anything outside of your normal class assignments. There are no identifiable risks to you. The records of this study will be kept private. In any sort of report we might publish, we will not include any information that will make it possible to identify you. Research records will be stored securely and only researchers will have access to the records. All information is subject to the Family Educational Rights and Privacy Act (FERPA) of 1974, which is designed to protect the privacy of educational records.

Course Assignments and Grade Calculation:

Writing Standards/ Rubrics (For Essay Assignments)

Students are expected to demonstrate writing skills in describing, analyzing and evaluating ideas and experiences. Written material must follow specific standards regarding citations of authors' work within the text. Students are encouraged to use the services of the college's writing center when preparing materials. Grades will be assigned for written material in accordance with the following general criteria.

NOTE: Letter grades may be assigned for any or all of the following reasons:

"A" Range: Outstanding achievement; significantly exceeds standards

- o Unique topic or unique treatment of topic, takes risks with content; fresh approach.
- o Sophisticated/exceptional use of examples.
- o Original and "fluid" organization; all sentences and paragraphs contribute; sophisticated transitions between paragraphs.
- o Integration of quotations and citations and/or concrete details is sophisticated and highlights the author's argument.

- o Confidence in use of Standard English; language reflects a practiced and/or refined understanding of syntax and usage.
- o Sentences vary in structure, very few, if any mechanical errors (no serious mechanical errors).

"B" Range: Commendable achievement; meets or exceeds standards for course.

- o Specific, original focus, content well handled.
- o Significance of content is clearly conveyed; good use of examples; sufficient support exists in key areas.
- o Has effective shape (organization), effective pacing between sentences or paragraphs.
- o Quotations, citations and/or concrete details are integrated into argument to enhance the flow of ideas.
- o Has competent transitions between all sentences and paragraphs.
- o Conveys a strong understanding of standard English; the writer is clear in his/her attempt to articulate main points, but may demonstrate moments of "flat" or unrefined language.
- o May have a few minor mechanical errors (misplaced commas, pronoun disagreement, etc.), but no serious mechanical errors (fragments, run-ons, comma splices, etc.)

"C" Range: Acceptable achievement; meets standards for course

- o Retains overall focus, generally solid command of subject matter
- o Subject matter well explored but may show signs of underachievement
- o Significance is understood, competent use of examples, though too few concrete details
- o Structure is solid, but an occasional sentence or paragraph may lack focus
- o Quotations, citations and/or concrete details are integrated into argument
- o Transitions between paragraphs occur but may lack originality
- o Competent use of language; sentences are solid but may lack development, refinement, style
- o Occasional minor mechanical errors may occur, but do not impede clear understanding of material
- o No serious mechanical errors (fragments, run-ons, comma-splices, etc.)

"D" Range: Unsatisfactory achievement; does not meet acceptable standards

Note: The "D" grade is a passing grade; work that is not of "passing quality" should receive grade "F".

- o Significance of content is unclear
- o Ideas lack support, elaboration
- o Lacks sufficient examples or relevance of examples may be unclear
- o Support materials is not clearly incorporated into argument
- o Expression is frequently awkward (problematic sentence structure)
- o Mechanical errors may often impede clear understanding of material
- o May have recurring serious mechanical errors (fragments, run-ons, comma splices, etc.)

"F" Range: Fails to meet minimal standards

- o Ignores assignment
- o Lacks significance
- o Lacks coherence
- o Includes plagiarized material (intentional or unintentional)
- o Lacks focus
- o Difficult to follow due to awkward sentence or paragraph development
- Mechanical errors impede understanding

Definition of Grades:

- A** Outstanding Achievement: Significantly exceeds standards
- B** Commendable Achievement: Exceeds standards
- C** Acceptable Achievement: Meets standards
- D** Unsatisfactory Achievement: Below standards
- F** Failing

Grading Scale:

Essays will be graded on a 4-point scale according to the following sample standards (A= 4; A-= 3.75; B+= 3.5; B^=3.25; B= 3.0 etc. through F) according to the criteria noted above.

Summary/Response pages will receive a 0 for no response; or a 1, 2, or 3 (1= unacceptable; 2= acceptable, and 3= excellent).

Extra credit can be earned by the learner's level of activity in the course.

VC Classroom Policies

Objectives . To reinforce CLASP competencies acquired in ENC 1101 by reading and comprehending research articles on literal and critical levels and cataloging them appropriately. To demonstrate that comprehension in student writing by creating a formal, documented research essay that synthesizes and presents student learning without plagiarism.

To experience some practical aspects of the core competencies of *Think, Value, Communicate*, and *Act* by uploading the final, vetted draft of the research essay online

Valencia College Core Competencies:

Valencia faculty have defined four interrelation competencies (*Think, Value, Communicate, Act*) that prepare students to succeed in the world community. These competencies are outlined in the College Catalog. In this course, through classroom lecture and discussion, group work, and other learning activities, students will further their mastery of those core competencies. Additional information is available in the College Catalog. For a more complete explication of these "Competencies" please go to <http://valenciacollege.edu/competencies/>

Student Competencies:

Valencia faculty has defined four inter-relational competencies (*Think, Value, Communicate, Act*) that prepare students to succeed in the world community. These competencies are outlined in the college catalog. In this course, through classroom activities, discussions and speeches students will further their mastery of these core competencies.

Academic Dishonesty:

All forms of academic dishonesty are prohibited at Valencia. Academic dishonesty includes, but is not limited to, plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, and misuse of identification with intent to defraud or deceive. Sanctions available to the professor should a violation occur are described in the Valencia Student Handbook or online at http://valencia.cc.fl.us/policies/PDF_110-16.pdf.

College Withdrawal Procedure:

The College has initiated withdrawal procedures and timelines in response to legislation/rules adopted by the state legislature and State Board of Community Colleges. The deadline to withdrawal from this course is in the current catalog, and is also available online at <http://valenciacc.edu>. After that date, if a student withdraws or is withdrawn from the course, the student will be assigned either a "WP" (withdrawn passing) or a "WF" (withdrawn failing).

Baycare Behavioral Health's Student Assistance Program

*"Valencia is committed to making sure all our students have a rewarding and successful college experience. To that purpose, Valencia students can get immediate help that may assist them with psychological issues dealing with stress, anxiety, depression, adjustment difficulties, substance abuse, time management as well as relationship problems dealing with school, home or work. Students have 24 hour unlimited access to the **Baycare Behavioral Health's confidential student assistance program** phone counseling services by calling (800) 878-5470. Three free confidential face-to-face counseling sessions are also available to students."*

***Also students may need to contact the Victim Service Center's Sexual Assault Hotline at 407-497-6701 or at <http://www.victimservicecenter.com/> .

Students with Disabilities

Students with disabilities who qualify for academic accommodations must provide a Notification to Instructor (NTI) form from the Office for Students with Disabilities (OSD) and discuss specific needs with the professor, preferably during the first two weeks of class; accommodations will not be applied retroactively. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities.

West Campus SSB, Rm. 102--Phone: 407-582-1523 Fax: 407-582-1326

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