**Freshman Composition 1**

**Course Information**

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- ENC1101 is a 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.

**Course 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.

**Major Topics and Course Outcomes**

Major topics of this course include Writing as a Process, Rhetorical Structure and Elements of an Essay, Genre Study, Documentation, Critical Reading, and Grammar Usage and Application.The Course Outcomes are as follows: Students will compose expository essays in multiple genres. Students will write in standard American English. Students will write a documented essay. Students will be able to critically evaluate various expository styles.

**Required Text Books**

*75 Readings Plus*. Ed. Santi V. Buscemi and Charlotte Smith. 10th ed. New York: McGraw Hill, 2013.

*Little Seagull Handbook* by Bullock. Norton & Company, Incorporated, W. W., 3rd edition, 2016. (ISBN: 978-0393602647).

**Valencia Student Core Competencies**

This course seeks to reinforce the following Valencia Student Competencies listed below that prepare students to succeed in the world community.

**-Think** clearly, critically and creatively by analyzing, synthesizing, integrating and evaluating symbolic works and truth claims.

-Reflect on your own and others’ **values** from individual, cultural and global perspectives.

**-Communicate** by reading, listening, writing and speaking effectively.

**-Act** purposefully, reflectively and responsibly by implementing effective problem solving and decision making strategies.

**Assignments and Grading**

**FINAL GRADE Breakdown**

**Classwork/Homework/Quizzes**: 15%

**Paper 1**: 15%

**Paper 2**: 15%

**Midterm In-class Essay**: 10%

**Paper 3**: 15%

**Research Paper:** 20%

**Final Exam In-class Essay**: 10%

You may periodically track your progress on the class Blackboard site by clicking the “My Grades” tab.

**Grading Scale**

A = 90-100%, B= 80-89%, C= 70-79%, D=60-69%, F=0-59%

**Coursework**  
For this course, students are required to write essays outside and during class, as well as complete readings, homework, classroom assignments, quizzes, and a formal research paper.

**Journal Entries**   
You will be required to complete a journal entry related to the reading assignment or lecture material. Entries will be free writing activities; therefore, they will not be graded for grammar or mechanics. They will, however, be evaluated based on relevance and thoughtfulness of the response.

**Essays**

All essays are due at the beginning of class. If you are absent the day a paper is due, it is your responsibility to have someone deliver your paper to class on time. If that is not possible, and I receive prior notice, you may send it via Atlas before the assigned due date.

Please note: I will not accept assignments electronically unless otherwise arranged prior to the due date.

**Peer Review/In-Class Workshops**

Peer reviews and in-class workshops offer students an opportunity to have a classmate review their paper prior to editing and revision. Each workshop/ review session is done in class; therefore, it is an activity that cannot be made up. This is a valuable opportunity for students to seek guidance on specific questions/ issues that they may have. Students who show up for these sessions without a typed and printed draft will be marked absent for that day and receive 50 points credit for their draft, which will negatively impact the grade of the assignment.

**Research Paper**   
During the semester you will learn additional methods/tools to conduct college-level research and will be required to complete a research paper by the end of the semester. The paper should be between 6-7 pages in length, fully researched, and accurately documented according to MLA style. Failure to upload the research paper to Blackboard by the required due date will result in an F for the course.

**Attendance**:

Coming to all classes is very important. Regular, on-time attendance is required of all students at Valencia College; therefore, students who are not able to attend class or arrive on time may be penalized on their final grade.

1. Students get 4 free absences- no excuse needed, no penalty to grade

2. An excessive absence notification will be filed for students who have missed Four (4) classes.

3. Each absence after the first four will result in 5 points being taken from their final grade. This means that if you are absent 5 times and have an 82% in the class, your final grade is now a 77%. DO NOT BE EXCESSIVELY ABSENT or your grade will suffer.

4. Any student with perfect attendance at the end of the semester will receive 2 points on their final grade.

Students who have difficulty attending class because of conflicts with their jobs or personal lives must resolve those conflicts. You signed up for this class at this specific time and day; this should be your priority over all other commitments. There is no such thing as an excused absence. I will not accept doctors’ notes. If you have Military Duty, Jury Duty, or **extreme** circumstances like these, we will discuss these on a case by case basis.

Students who come to class late or leave early 15 minutes or more this will count as a tardy. 2 tardies equal an absence. If you know you will be late or need to leave early, please ask me and sit near the door so you can leave without disrupting the course.

Any student who does not attend class by the **drop deadline,** **prior to the start** of the no-show reporting period for the part of term for this course will be withdrawn by the instructor as a no-show.  This will count as an attempt in the class, and students will be liable for tuition.  If your plans have changed and you will not be attending this class, please withdraw yourself through your Atlas account during the drop period for this part of term.

“A student who withdraws from class before the withdrawal deadline of 11/10/2017 will receive a grade of “W.” A faculty member is permitted to withdraw a student from the faculty member's class up to the beginning of the final exam period, for violation of the faculty member's attendance policy, as published in the faculty member's syllabus. A student is not permitted to withdraw from this class after the withdrawal deadline; if you remain in the class after the withdrawal deadline, you can only receive a grade of A, B, C, D, F or I. An I grade will only be assigned under extraordinary circumstances that occur near the end of the semester. If you receive an I, the work missed must be made up during the following semester, at which time you will get an A, B,C,D or F. Failure to make up the work during the following semester will result in you getting a grade of F in the course. Any student who withdraws from this class during a third or subsequent attempt in this course will be assigned a grade of “F.”

**Academic Dishonesty- Think, Value, Act, and Communicate**

* All forms of academic dishonesty are prohibited at Valencia College. Academic dishonesty includes, but is not limited to, acts or attempted acts of plagiarism, cheating, furnishing false information, forgery, alteration or misuse of documents, misconduct during a testing situation, facilitating academic dishonesty, and misuse of identification with intent to defraud or deceive.
* All work submitted by students is expected to be the result of the students' individual thoughts, research, and self-expression. Whenever a student uses ideas, wording, or organization from another source, the source shall be appropriately acknowledged.
* I understand that citation mistakes do happen. So… cite, document, cite, and document! Use MLA formatting guidelines and you will ALWAYS be in compliance! And, all work submitted in this course must be original; not recycled from high school, other colleges or universities; or written by someone other than you. *If it is a case of improper citation/quotation you will be asked to rewrite, and your grade will be penalized.*
* In cases of blatant dishonesty, failure to adhere to this policy will result in a “0” on the assignment and possibly an “F” in the course.

**College Expected Student Conduct: Think, Act, Value**

Valencia Community College is dedicated not only to the advancement of knowledge and learning but is concerned with the development of responsible personal and social conduct. By enrolling at Valencia Community College, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the faculty to leave the class. Violation of any classroom or Valencia’s rules may lead to disciplinary action up to and including expulsion from Valencia. Disciplinary action could include being withdrawn from class, disciplinary warning, probation, suspension, expulsion, or other appropriate and authorized actions. You will find the Student Code of Conduct in the current Valencia Student Handbook.

**Helpful Resources: Think, Act, Communicate**

* Computer Labs (available on all campuses): If you are having technical problems at home, you have a variety of on-campus options for computer use. Check your local campus for times and places.
* Libraries (available on all campuses): To access online databases, a required resource, you will need a valid Valencia ID and PIN. You have full Internet access and email opportunities from college computers located in the libraries.
* Tutoring Services (available on all campuses): Arrange a tutor if you believe that you will benefit from one-on-one help.
* Writing Centers: Arrange a consultation with the staff, who will address your writing concerns.
* Office hours: feel free to drop by my office at the above times to discuss your concerns, your papers, your progress, or just get any help or advice I might have about being a student!

**Email Protocol: Act and Communicate**

•I am available via email from 8:00 am till 6:00 pm. Please ensure 24- 48 hours for my response (don’t expect a response at the last moment).

•Email is a primary form of communication in this class. Please conduct your emails properly: include a subject; a greeting; introduce yourself; write in complete sentences; include your name/signature

•You can either email me from blackboard (Email>Instructor Users) or from your Atlas account.

•I cannot open any messages from email sources other than Atlas.

•check your Atlas account for updates from me daily.

**Technology Clause: Think and Act**

You may use your computers to take notes in class, but using the computer in class for non-class related activities will result in **an absence** and **losing your computer privilege in class.**

**Computer/Equipment Use Policy**

For use outside the classroom on campus: Use of computers in the Business, IT, and Public Service classrooms at Valencia Community College is restricted to those activities designated by the instructor to enhance the class materials. Any other use is strictly forbidden.

Computer use is remotely monitored; any student using computers inappropriately may be subject to dismissal from class or banishment from the lab. Subsequent offense may be sent to the campus administration for further disciplinary action.

**Safety & Security**

We want to reassure you that our security officers are here around the clock to ensure the safety and security of the campus community. It’s important to remain alert and aware of your surroundings, especially during the early morning or evening hours. Remember that you can always call security for an escort if you feel uncomfortable walking alone on campus. White security phones can also be found in many of our buildings; simply pick up the phone and security will answer. Finally, report any suspicious persons to West Campus Security at 407-582-1000, 407-582-1030 (after-hours number) or by using the yellow emergency call boxes located on light poles in the parking lots and along walkways.

**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.

**Students with Disabilities: Think, Act, Communicate**

Students with disabilities who qualify for academic accommodations must provide a notification from the Office for Students with Disabilities (OSD) and discuss specific needs with the instructor, preferably during the first two weeks of class. The Office for Students with Disabilities determines accommodations based on appropriate documentation of disabilities. The East Campus Office is located in Building 5, Room 216.

**Valencia I.D. Cards: Act**

Valencia ID cards are required for LRC, Testing Center, and IMC usage. No other form of ID at those locations will be accepted. Possession and utilization of a Valencia ID is mandatory in order to obtain these services.

#### Lesson Plans Freshman Comp 2017

#### *Week 1*

#### Monday 8/28: Introductions/Diagnostic Essay

#### Wednesday 8/30: Sherman Alexie (493), Cisneros (476); Read W-1 and W-2; Complete Journal #1

#### *Week 2*

#### Monday 9/4: No class Labor Day

#### Wednesday 9/6: Mukherjee (212), Maxine Hong Kingston (261); W-3a, 3b, 3c, W-4; Complete Journal #2

#### *Week 3*

#### Monday 9/11: Rough Draft #1 Due; Bring at least 2 copies to class; Read W-3d, 3e, 3f

#### Wednesday 9/13: Bring in updated copy of your Paper #1 draft; Complete Journal #3

#### *Week 4*

#### Monday 9/18: Final Draft #1 due

#### Wednesday 9/20: Ehrlich (103); Ch. 3 Process Analysis; W-16; Complete Journal #4

#### *Week 5*

#### Monday 9/25: Tuchman (32); W-4 (19-25); Complete Journal #5

#### Wednesday 9/27: Rough Draft Paper #2 due; bring at least 2 copies of your paper to class

#### *Week 6*

#### Monday 10/2: Bring updated draft to class; P-1 Commas

#### Wednesday 10/4: Final Draft #2 Due- Process analysis

#### *Week 7*

#### Monday 10/9: Why We have college- Menand PDF; R-4 Integrating Sources; Complete Journal #6

#### Wednesday 10/11: In the Basement of the Ivory Tower- PDF; MLA List of Works Cited (129-134); Complete Journal #7

#### *Week 8*

#### Monday 10/16: Midterm!!

#### Thursday 10/18: Complete Journal #8; Midterm self-reflection

#### *Week 9*

#### Monday 10/23: Rough Draft #3 due; bring at least 2 copies to class

#### Thursday 10/25: Bring an updated copy of your draft; R-1; Complete Journal #9

#### *Week 10*

#### Monday 10/30: Final Draft of Paper 3 due

#### Thursday 11/1: Hentoff (373); S-2 (255-257); Complete Journal #10

#### *Week 11*

#### Monday 11/6: Dershowitz (382); Kornblum (364); Brady (419); Complete Journal #11

#### Thursday 11/8: Rough Draft due of Paper 4; R-2 (102-105)

#### *Week12*

#### Monday 11/13: W-6; Edit Paper 4; Presentations on Paper ideas for Paper 4

#### Thursday 11/15: P-2 (392-393); Complete Journal #12; Edit paper #4; Presentations on Paper ideas for Paper 4

#### *Week 13*

#### Monday 11/20: Paper 4 Rough Draft #2 due; R-3

#### Thursday 11/22: Thanksgiving

#### *Week 14*

#### Monday 11/27: Final Paper #4 due; S-3 (320-321)

#### Thursday 11/29: Britt (208), Blodget (218); Complete Journal #13

#### *Week 15*

#### Monday 12/4: Marius (90), Elbow (108); Complete Journal #1

#### Wednesday 12/6: Revkin (389), Stott (394); S-5 (334-339); Complete Journal #15

#### Week 16

#### Monday 12/11: Practice exam; self-evaluation

#### Wednesday 12/13: FINAL EXAM!!