REA0017-- COLLEGE PREP READING II

Spring 2012

Course Syllabus

*"Reading furnishes the mind only with materials for knowledge;*

*it is* ***thinking*** *that makes what we read ours.”—John Locke*

Instructor: Prof. Yesenia M. Santiago, Ed. S., NBCT

Office Hours: By appointment only. Also available at the Writing Center on Mondays and Wednesdays from 12:00 p.m. – 5:00 p.m. (room 5-155) call (407) 582-1812 for appt.

e-mail: ysantiago16@valenciacollege.edu or via Blackboard

Courses: CRN 27826- MW 8:30 a.m. - 9:45 a.m. (1-129)

 CRN 27025- MW 10:00 a.m. - 11:15 a.m. (1-129)

 CRN 27036- TR 8:30 a.m. - 9:45 a.m. (1-111)

 CRN 27045- TR 11:30 a.m. - 12:45 p.m. (1-129)

 CRN 27046- TR 1:00 p.m. - 2:15 p.m. (9-113)

 CRN 27049- TR 2:30 p.m. - 3:45 p.m. (1-132)

REQUIRED MATERIALS

* *Reading Across the Disciplines, Custom Edition Valencia Community College,* McWhorter (packaged together with *Thinking Through the Test)*
* REA 0017 Lab Learning Book Insert
* A ring binder (at least 1”)
* a college level dictionary and thesaurus (recommended)
* Scantrons-Form 882-ES (2 packages)

THESE TEXTS ARE WORKBOOKS; PURCHASE UNMARKED COPIES.

**Read this syllabus carefully. It is a contract. By accepting the syllabus, you agree to meet its requirements. If you have any disabilities or special requirements, please let me know as soon as possible. This information will be kept in strict confidence.**

COURSE DESCRIPTION

REA 0017 (College Prep Reading II) develops reading and thinking skills that are necessary for success in college classes. This course will emphasize critical (inferential), rather than literal, reading skills. Due to the emphasis on critical comprehension, this course is as much a course in **thinking** as it is in reading.

Reading is a skill--a means rather than an end--and like all skills, practice is

necessary to achieve mastery. Thus, three hours of classroom instruction plus

lab support are requirements for successful completion of this course. Students are also encouraged to read **extensively** outside of lab and class. This course reinforces the following Valencia graduate competencies:

* Think clearly, critically, and creatively. Analyze, synthesize, and evaluate in many domains of human inquiry.
* Communicate with different audiences using varied and appropriate methods (oral, written, visual/graphic, non-verbal).
* Make reasoned value judgments and responsible commitments.
* Act purposefully, reflectively, and responsibly in the context of adult life (personal, professional, community).

CLAS READING SKILLS AND VALENCIA STUDENT OUTCOMES

Evidence of College Level Academic Skills (CLAS) is a graduation requirement. To the extent possible, you will be encouraged to develop reading skills, essay skills, and English language skills as part of your work in this course. Additional information is available in the current Valencia College Catalog.

PREREQUISITES

Completion of REA 0007 with a grade of "C" or better or a score of 60 - 82 on the reading portion of the CPT or other equivalent scores on other state-approved entry tests.

READING SKILLS GOALS

* Become an independent, active reader
* Develop "successful student" behaviors that will also help you in other classes
* Effectively manage your time (which also means your homework will be expected on time!)
* Efficiently read textbooks
* Improve test taking skills
* Increase your vocabulary
* Become a critical thinker and reader

ATTENDANCEAttendance is required in class. You are expected to attend all sessions regularly, be on time, and complete all assigned work. Class attendance and participation are significant factors that promote college success. As part of the new “Start Right” program, students that do not SHOW on the first day of class may be withdrawn with no further notice.

* Students are allowed to miss the equivalent of one week's worth of class. Thus, a student in a class that meets two times per week would be allowed **two absences**. Since this is a Flex Start course, you will be dropped after the third absence.
* Excessive absences will negatively affect your grade in this course. If you are more than 10 minutes tardy, you will be counted as being absent for the purpose of computing the attendance portion of your grade.
* If you do not exceed the number of allowable absences stipulated above, you will get a 100% for the attendance portion of your grade.
* If you reach or exceed the allowable number of absences, the following scores will be given for attendance.

# of absences Score

1 or less 100%

2 50%

3 0% and you will be withdrawn from this course

* If you are more than 10 minutes tardy to a class, you will be counted as absent. Plan on being on time every day, ready to begin learning.
* I reserve the right to lock the door to the classroom ten minutes after class begins, at my discretion.
* Absences are defined as missing a class period for any reason (including, but not limited to tardiness, illness, hospitalization, death in the family, out-of-town travel, and religious holidays). If you are absent, you cannot learn.

(Hint: If you have extenuating circumstances, the best strategy is to get in touch with me immediately.)

* You cannot pass REA 0017 if you do not participate in the lab and complete at least **70%** of the assignments stipulated by your individual learning plan.
* If you receive a “W” because of excessive absences, you must register for this course again next session.

CLASSROOM PROTOCOL

* I expect that students will be on time for class and will be prepared for class. Important announcements, including assignments, are given at the beginning of class. If students are late, they miss vital information and disrupt the class as they enter.
* **If you are absent** the day an assignment is given, the due date will not be extended. Students are responsible for finding out what they missed. However, unless notified, we will be following the class calendar that you receive with this syllabus. If in doubt, refer to the class calendar if you are absent.
* Cellular phones and pagers **must be turned off** during class and lab. If I see you using your phone in any manner, including text messaging you will be considered absent.
* No food or drink should not be brought into classrooms or any computer labs.
* Classroom disruptions, including disrespect toward the professor or other students will not be tolerated. Side discussions while the professor is talking and personal discussions during collaborative and cooperative group activities are considered disruptions.
* Sleeping in class or doing assignments for another course will not be tolerated. You will be asked to leave.

This class will be conducted according to the acceptable behavior standards detailed in the Student Code of Conduct. The policy includes a summary of academic demeanor/standards, which will not be tolerated. If anyone is unfamiliar with this policy, it can be found on Valencia’s website in the “Current Students” – “General Information” and “Student Handbook”. It will be consulted for student review in cases of academic distractions in the classroom or lab.

**Student Code of Conduct Link:**

http://www.valenciacc.edu/generalcounsel/policydetail.cfm?RecordID=180

NOTE: You are allowed three attempts to successfully complete each of the two college-prep reading courses (REA 0007 and 0017). An attempt means signing up for and attending class past the withdrawal deadline listed in the VCC catalog. If you withdraw or if your instructor withdraws you after that date, you will have used up an attempt. If you do not complete the course successfully (i.e., if you earn an F in either REA 0007 or 0017) in any one try, that will constitute an attempt. In accordance with Sections 239.117, 239.301, and 240.117, Florida Statutes, students enrolled in the same college-preparatory course more than one time shall pay the full cost of instruction. Students shall pay l00% of the full cost of instruction beyond the first attempt, except in approved cases of extenuating circumstances.

GRADE DETERMINATION

The State Competency Exam is graded on a **pass/fail** basis. If you pass the State Competency Exam, your assignments, vocabulary and skill quizzes, skill tests, laboratory assignments and attendance will be combined in the following manner to determine your final grade.

 Class Attendance 10%

 Assignments 20%

 Unit Skill Tests/Quizzes 30%

 Lab Assignments 20%

 Midterm and Final Exams 20%

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**TOTAL**  100%

**DO NOT** allow yourself to fall behind since a grade of “0” on any assignment, quiz, or test will severely impact your point total.

GRADING POLICY

 A = 90 to 100%

 B = 80 to 89%

 C = 70 to 79%

 D = 60 to 69%

 F = 0 to 59%

EXITING REQUIREMENT

* To successfully exit REA 0017, you must have a passing grade on a state mandated, standardized reading test given during the last week of classes, have a grade of C or better in this course and have completed at least 70% of your assigned lab.
* Failure to pass this State Competency Exam will result in a grade of F.
* If you have a grade of C or better in this class, you will be given two (2) attempts to pass the state competency exam.
* You must receive a grade of C or better in this class to take English Comp. I.

LATE ASSIGNMENTS

* Please note that **NO** assignments will be accepted late.
* It is **your responsibility** to find out what was missed if you were absent. Other students in the class are a good source of information. Do not ask me if we did anything in class while you were absent.
* Unless directed otherwise, refer to your course calendar and schedule of assignment sheets.
* **If you plan to be absent on the day an assignment is due, you must either turn it in before the due date or arrange to have it delivered to my mailbox in Room 5-231 or e-mailed.**
* If these procedures are not followed, you will receive a "0" for a grade for that assignment. No exceptions!
* The one lowest assignment score in the assignment category will be dropped.

LAB ASSIGNMENTS

* The work completed in lab will be submitted to your instructor via

skill plan sheets.

* Each of these plan sheets varies in length and will be given a due date by your instructor.
* Whether or not you are assigned any given plan sheet is dependent upon your performance on a diagnostic test administered during the first week of class.
* **You will not be given credit for software assignments that are incomplete or completed too hastily to receive a passing score.** Be good to yourself and take your lab assignments seriously. (For example, a myreadinglab module cannot be completed well in less than one hour.)
* When lab work is due, it must be turned in at the beginning of the class period on which it is due, not later the same day.
* I will accept only ONE lab assignment late or with errors that determine that the assignment is incomplete and the lab must be resubmitted. All other labs must be submitted in proper format and on time to receive full-credit.
* Your one late or incomplete lab should be submitted to the department office in 5-231.
* **You must complete at least 70% of your assigned lab to pass the course.**
* **Course ID for MyReadingLab.com is Marichal712457R**

EXAMS & QUIZZES

* If you miss an exam, it must be made up in the testing center (11-142) **before the next class meets.** You must bring your Valencia ID, a #2 pencil and a green scantron in order to take the exam. Failure to do so will result in a grade of “0” for that exam**. No exceptions**.
* You are not allowed to make up quizzes given at the beginning of class periods that are designed to check whether or not you did the homework.
* **If you are absent for the state competency exam and have a grade of C or higher, you will be given only one chance to pass the exam during the second round of testing.**

WITHDRAWAL POLICY

The withdrawal deadline for students is March 23rd. Beyond that date, you cannot withdraw yourself; only your instructor can withdraw you, specifically for attendance reasons.

**IMPORTANT DATES**:

* Holidays (college is closed):

 January 16, 2012 (MLK)

 February 10, 2012 (learning day)

 March 5th- 11th, 2012 (spring break)

* Drop/Refund deadline – January 17th, 2012
* Withdrawal deadline for a grade of “W”- March 23rd, 2012
* Note: You must withdraw before or on this date to receive a “W.” If you withdraw after this date, you will receive an “F” in the course.

STUDENT ETHICS

You are expected to abide by the college policy as stated in the catalog.

If you are caught cheating on assignments, tests, or lab assignments, whether in class or in lab, you will receive a grade of "0", which cannot be made up.

WHAT YOU CAN EXPECT FROM ME

* Structure and organization
* Encouragement, support, and understanding
* Clear communication
* Willingness to learn from you
* Respect

DISCLAIMER

Course policies and procedures may be changed at the discretion of the instructor; students will be notified in writing.

*"There are no secrets to success. It is the result of preparation,*

*hard work, and learning from failure."--*Colin Powell