



Mountain View College

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

English Composition
ENGL 1301.63012
Spring 2018
Jan 16-May 10, 2018

Professor: Markay Rister

Email: mrister@dcccd.edu

Office Phone Number: 214-860-8805 **Cell/text:** 325-370-2022

Office Number: W278

Office Hours: 10 a.m.-12 p.m. and 2-3 p.m. MW or by appointment

Meeting Days & Time: MW 12:30-1:50

Room Number: W280

Credit Hours: 3

Course website: www.mrsrister.com

Division: Fine Arts & Communication (ARCO)

Office Hours: 7:30 a.m. - 7 p.m.

Office Phone: 214-860-8831

Office Location: E40

Course Description: Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on the academic essay as a vehicle for learning, communicating, and critical analysis. (3 Lec.)

Course Pre-requisites: One of the following must be met: (1) DIRW 0310; (2) English as a Second Language (ESOL) 0044 AND 0054; or (3) have met Texas Success Initiative (TSI) Reading and Writing standards AND DCCCD Writing score prerequisite requirement.

Course Materials/Supplies Needed: *The Little Red Writing Book*, by Brandon Royal. ISBN: 978-1-58297-521-4 (\$10 new at bookstore or Barnes & Noble) OR any good English handbook; other necessities include a USB drive, four 882-E scantron cards, college dictionary and thesaurus, 3-ring binder, folder, or portfolio in which to keep writing assignments and handouts.

Course Outline is posted at the class website: www.mrsrister.com. The course outline and assignments may be amended at the discretion of the instructor; amendments will be posted on the website and students notified by email.

Student Learning Outcomes:

Upon successful completion of this course, students will:

- Demonstrate knowledge of individual and collaborative writing processes.
- Develop ideas with appropriate support and attribution.
- Write in a style appropriate to audience and purpose.
- Read, reflect, and respond critically to a variety of texts.
- Use Edited American English in academic essays.

CORE OBJECTIVES – AACU (Association of American Colleges and Universities)

- **Critical Thinking Skills** - to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Communication Skills** - to include effective development, interpretation and expression of ideas through written, oral and visual communication
- **Teamwork** – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility Skills** – to include the ability to connect choices, actions and consequences to ethical decision-making

Evaluation Procedures:

- A. 50% of the course evaluation will be based on essays.
- B. 20% of the course evaluation will be based on grammar exercises/quizzes.
- C. 15% of the course evaluation will be based on the final exam essay (essay #4)
- D. 15% of the course evaluation will be based on the grammar final exam.

Grades will be updated weekly and posted in eCampus; check your grades frequently so that you can discuss remedies with me before it is too late.

In support of the MVC Quality Enhancement Plan and its goal for improving your writing skills, this course includes a number of written assignments. During the development of your papers, you may receive assistance from one or a combination of the following sources:

- 1) Instructor feedback on early drafts,
- 2) Guided peer reviews of your compositions at various stages of development, and/or
- 3) Guidance from a Writing Specialist in the MVC Academic Center for Writing.

Additionally, you may receive feedback through use of the MVC Writing Rubric that will indicate both the strengths of your writing as well as areas that need attention. NOTE: lack of participation in group activities designed to strengthen your writing will result in a grade not to exceed 70 (C-) on the related assignment.

Grammar Requirement: Students are required to demonstrate the ability to recognize and use correct standard American English. A grammar test is required as part of the final exam; a grade of 80 or better is necessary in order for you to earn higher than a C in the course. A course average higher than a C will be reduced to a C if you do not fulfill this requirement.

Instructor Attendance Policy: Students are expected to attend all classes. If it is absolutely necessary to miss class, it is your responsibility to find out what you missed and come to the next class **fully prepared, with all assignments complete**. If homework has been assigned and you haven't done it, you will not be permitted to attend class. If for some reason you must leave class early, you should inform the instructor prior to the start of class. Punctual attendance at every class is a necessity. If you arrive late, leave early, or leave class for more than 5 minutes, you will be marked absent. Because of the strict policy on late/make-up work, absence will almost certainly affect your grade.

Students must begin attendance in all classes of enrollment. No exceptions. Financial Aid will not be granted to students who have been certified as not attending, by the certification date. For this lecture course, your physical participation in class, on or before the certification date will allow you to receive credit for FA purposes. For certification dates, check with the division or FAO for further information. Students, who are not certified as beginning class, are responsible for any payments due as a result of non-certification, to include the dropping of courses.

Grading Scale: Your final grade in the class will be determined based on the following grading scale:

A =100-90 points; B = 89-80 points; C = 79-70 points; D=65-69 points, F = If you do not earn more than 65 points, you will have a failing grade

Late Work Policy: For readings, late work is NOT acceptable. Work must be presented on the class day it is due or before. There is no makeup work, quiz, or test allowed. In the case of certified emergency (documents must be submitted to verify this), please inform me, and we will work out an alternate plan. You are expected to have a ‘Plan B’ in place for childcare, transportation, and work emergencies so that they do not interfere with your education. Essays will not be accepted after 3:30 p.m. on the assigned deadline date and MUST have the evaluation completed and attached. Essays without an evaluation sheet completed and attached are an automatic zero.

Makeup Exam Policy: Except in cases of extreme emergency, no make-up exams are allowed. The decision as to whether the emergency is considered extreme is entirely the instructor’s. Students who skip the final exam automatically fail the course.

College Sponsored Events: The instructor must be informed ahead of time if you need to miss class for a college-sponsored event. Attendance at that event does NOT excuse you from responsibility for work done and/or homework assigned.

Electronic Devices: If any electronic device interferes with your complete attention to this class, you will be dismissed from this class. Set phones to SILENT during class time. If you are off-task on the computers, you will be dismissed from class.

The withdraw date for this class is Thursday, April 12.

Academic Dishonesty: Students that caught plagiarizing an assignment will be subject to an “F” in the course and possible expulsion from the college.

Academic honesty is expected, and integrity is valued in the Dallas County Community Colleges. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at <https://www1.dcccd.edu/catalog/ss/code.cfm>.

Institution Policies: Please visit

<http://www.mountainviewcollege.edu/Academics/Documents/Institutional%20Policies.pdf> for a complete list of institutional policies (Title IX Harassment, Discrimination, & Sexual Misconduct; Stop Before You Drop; Withdrawal Policy; Repeating a Course; Financial Aid; Academic Dishonesty; Americans with Disabilities Act Statement; Religious Holidays; and Campus Emergency Operation Plan and Contingency Plan.).

Course Calendar

Jan 16 (Tues)	First day of classes
Jan 29 (Mon)	Census day
Mar 1 (Thurs)	Prof Dev day; campus closed to students
Mar 12-16	Spring Break
April 12 (Thurs)	Drop day
May 7-10	Final exam week
May 10 (Thurs)	Last class day
May 12 (Fri)	Grades posted
May 13	HAPPY SUMMER!