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# Composition I

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*Collin College*

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## COLLIN COLLEGE COURSE SYLLABUS

**Course Number:** ENGL 1301

**Course Title:** Composition I

**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 writing the academic essay as a vehicle for learning, communicating, and critical analysis. Lab required.

**Course Credit Hours:** 3

**Lecture Hours:** 3

**Lab Hour:** 1

**Prerequisite:** Meet TSI college-readiness standard for Reading and Writing; or equivalent

### Student Learning Outcomes:

**State Mandated Outcomes:** Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes. (Teamwork, Communication Skills)
2. Develop ideas with appropriate support and attribution. (Communication Skills)
3. Write in a style appropriate to audience and purpose. (Communication Skills)
4. Read, reflect, and respond critically to a variety of texts. (Critical Thinking)
5. Use Edited American English in academic essays.

**Additional Collin Outcome:** Upon successful completion of this course, students should be able to do the following:

1. Demonstrate personal responsibility through the ethical use of intellectual property. (Personal Responsibility)

### Course Repeat Policy:

Beginning Fall 2016, Texas residents attempting a course more than twice at Collin College are subject to regular tuition plus an additional \$50 per semester credit hour. Please see the "Repeating Courses" section of the Registration Guide for more information.

**Withdrawal Policy:** See the current *Collin Registration Guide* for last day to withdraw.

**Collin College Academic Policies:** See the current *Collin Student Handbook*

**Americans with Disabilities Act Statement:** Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current *Collin Student Handbook* for additional information.

**Instructor's Name:** Dr. Michael Schueth

**Office Number:** A261B (Spring Creek)

**Office Hours:** Tuesdays and Thursdays, 10 a.m.-2 p.m.

**Phone Number:** 972-516-5083

(Note: I teach off-site so email is the fastest way to communicate with me)

**Email:** mschueth@collin.edu

**Class Information:** English 1301

**Section Number:** AY2

**Meeting Times:** M/W/HYF

**Meeting Location:** Allen Center, room posted

**Minimum Technology Requirement:** Word-processing program, Internet availability

**Course Resources:** See course Canvas shell for online resources

#### **Supplies:**

Required: Bruce Ballenger, Pearson Revel: *The Curious Writer*, Pearson Revel Online E-Book  
(Please note electronic edition only because quizzes are tied into the book and course)

Required: Basic college course materials such as a notebook, pencils/pens, folders, etc.

Optional: *They Say/I Say* (any edition)

**Attendance Policy:** Maximum of four absences without penalty\*, 5<sup>th</sup> absence one grade drop, and 6<sup>th</sup> absence is failed. I do not separate illness from other kinds of absences, so no doctor's notes are required. I will take roll for each class and I will randomly offer free attendance points up to eight times during the semester for additional low-stakes writing points. Note: Attendance records are required by Allen High School.

#### **Assignments and Evaluation:**

Low-Stakes Writing: 20%

Essay 1: Personal Essay 20%

Essay 2: Annotated Bibliography 20%

Essay 3: Research Essay 20%

Re-genre Project: 20%

**Low Stakes Writing:** This includes reading quizzes, short writing assignments, peer feedback, worksheets, and other in-class activities. These low-stakes writing assignments are assigned in class and cannot be made up. They are designed to help produce high-stakes writing projects, namely essays 1, 2, and 3. I will drop the two lowest grades in this category at the end of the semester.

**Lab assignments:** The lab is an integral part of this writing course. Over the course of the semester, you will need to complete assignments in the lab section of Canvas. This lab work is not the same as regular daily coursework that you must complete to stay on track in the class; it is, instead, designed as additional writing-focused activities that will help improve your writing throughout the term. Lab exercises are a part of the LSW portion of the total grade.

#### **Grade Scale:**

A	90-100
B	89-80
C	70-70
D	69-60
F	59-0

I will ONLY round up points for grades that are higher than .5 (for example, 79.5+). No exceptions.

**Revision:** For each major essay, you will receive informal instructor response to drafts before you turn it in to be graded—this draft will not be “graded,” although you will receive a completion grade for “low-stakes writing” when you turn it in (meeting minimum requirements for the draft, as described in class). I am happy to give you a “ball park” grade if you are interested, but more than a grade, I am interested in providing you with feedback to make the essay better and stronger, no matter where the draft is at.

**Revision Window:** After you turn in your final work to be graded, I will then read, comment, and grade your work and return it to you online. For each major essay assignment, I will then open a two-week revision window to gain a higher grade on major assignments. I will announce a deadline for this revision window in class (depending on when I finish grading all the essays), and anyone is free to resubmit the essay for a higher grade, pending my evaluation of the revisions, author’s note, and revision notes as assigned and fully explained in class. If you are happy with your grade, no worries, you can keep your first grade and do no further work.

I am more than happy to schedule visits for in-depth discussions on your work during this revision window period either before or after class—just ask. Please note that not all revisions end up with a higher grade, depending on the amount of work and quality of the revision. If you are aiming high, keep in conversation with me and show me new drafts. This process will be detailed in class.

**Late Work and Make-up Work:** If you must miss class for illness, a college –sponsored activity, or a religious holy day, write an email to me including: date of absences, reason, date of return, request to make up missed work within one week of your absence.

In-class low-stakes writing cannot be made up, but the two lowest scores will be dropped.

**Missing a draft submission:** for the first round of draft feedback, missing a draft response pick up will lower your final grade. Extensive revision will be needed to revise that to a higher grade. While I encourage you to give me a draft even if you miss the deadline only full LSW points for the draft will be given if turned in by the due date.

**Missing a final due date:** One-grade letter penalty for **each calendar day** the essay is late. Late essays cannot be revised for a higher grade.

**Scholastic Dishonesty:** From the Collin College Student Code of Conduct

Every member of the Collin College community is expected to maintain the highest standards of academic integrity. Collin College may initiate disciplinary proceedings against a student accused of scholastic dishonesty. While specific examples are listed below, this is not an exhaustive list and scholastic dishonesty may encompass other conduct, including any conduct through electronic or computerized means. Scholastic dishonesty shall involve, but is not limited to, one or more of the following acts: General Scholastic Dishonesty includes, but is not limited to, statements, acts, or omissions related to applications for enrollment, credit or class work, research, and/or the award of a degree; falsifying academic records; using annotated texts or teacher's editions; using information about exams posted on the Internet or in any electronic medium; leaving a test site without authority; failing to secure test materials; and/or submitting work that is not one's own. All work submitted for credit is expected to be the student's own work. Students are expected to record honestly and accurately the results of all their research. Falsification of research results includes misrepresentations, distortions, or omissions in data or reports on research.

Plagiarism is the use of an author's words or ideas as if they were one's own without giving credit to the source, including, but not limited to, failure to acknowledge a direct quotation. In the preparation of all papers and other written work, students must distinguish their own ideas and knowledge from information derived from other sources. The term "sources" includes not only published primary and secondary materials, but also information and opinions gained directly from other people. Whenever ideas or facts are derived from a source, the source must be indicated by the student.

Cheating is the willful giving or receiving of information in an unauthorized manner during an examination or to complete an assignment; collaborating with another student during an examination without authority; using, buying, selling, soliciting, stealing, or otherwise obtaining course assignments and/or examination questions in advance; unauthorized copying of computer or Internet files; using someone else's work for assignments as if it were one's own; submitting or resubmitting an assignment (in whole or in part) for more than one (1) class or institution without permission from the professor(s); or any other dishonest means of attempting to fulfill the requirements of a course.

Collusion is intentionally or unintentionally aiding or attempting to aid another in an act of scholastic dishonesty, including but not limited to, failing to secure academic work; providing a paper or project to another student; providing an inappropriate level of assistance or unauthorized collaboration; communicating answers to a classmate about an examination or any other course assignment; removing tests or answer sheets from a test site; and allowing a classmate to copy answers.

In cases where an incident report has been filed for an alleged violation of scholastic dishonesty, the faculty member is requested to delay posting a grade for the academic work in question until the case is final. Students found responsible for scholastic dishonesty offenses will receive an authorized disciplinary penalty or penalties from the Dean of Student Development Office. The student may also receive an academic penalty in the course where the scholastic dishonesty took place. The faculty member will determine the appropriate academic penalty.

### **My course policy:**

Students are expected to turn in original work in this course. That means the work must be your own entirely—free from collusion, cheating and/or plagiarism as defined by the *Collin Student Handbook*. Please review and refer to the description in the Handbook. Plagiarism is a very serious breach of intellectual integrity.

Most cases of plagiarism happen when students feel rushed and/or stressed from taking several classes as well as balancing work and family requirements. To avoid plagiarizing and risking your academic career, ASK FOR HELP. I would much rather help you by extending a deadline and answering your questions about responsible source attribution than to have to report your work to the Dean of Students.

We are using **Turnitin** as a platform for submitting and grading work. Take advantage of the fact that you are allowed to turn work in early to see what your Turnitin similarity score is BEFORE the actual due date. The program is designed to allow you to upload multiple times and to see and assess your rate of similarity as part of your writing process. Keep in mind that Turnitin does not diagnose plagiarism, that is my job. It does show you the amount of source material you have borrowed, and it also highlights whether you've used the ideas responsibly. Do note that if you use quotes and MLA or another citation method correctly, the program will see the similarity to the original. However, because the material is cited and presented properly, there would be no problem. I will discuss how to read a Turnitin score in class.

There are varying degrees of plagiarism, ranging from using sources without proper attribution, to copying and pasting material from other established sources. If you turn in a work that I suspect to be plagiarized, I will assess the degree of plagiarism and follow one of two options.

- A.) Unintentional or low-level plagiarism (usually characterized by a lack of source citations even though quotation marks are in place, or a small amount of borrowed text in an otherwise clearly documented work):** I will withhold a grade on the work and give you 2 weeks to revise and resubmit the assignment. Revised and resubmitted work will not be

eligible for an A. If you do not resubmit the work, the grade will automatically revert to a 0 for the assignment, which could lead to a failure of the course.

**B.) Larger cases of cut and paste plagiarism:** I will immediately report your work to the Dean of Students office BEFORE notifying you. A grade will be withheld from the work until your situation is resolved with the Dean. If you are found responsible by the Dean's office, you will receive an automatic 0 for the assignment, with 2 weeks to submit a revised version. Revised and resubmitted work will be graded, but it will not be eligible for an A or B grade after a finding of responsibility by the Dean. If you do not revise and resubmit the work or if the revised draft still contains problematic material (for example, uncited word-for-word passages without quotations or other major citation errors), the grade of 0 will stand. If it turns out that this is not your first instance of plagiarism at the college, or if I must report you a second time in the same semester, you will automatically receive an F for the course.

#### **Writing Center:**

The Writing Center offers in person and online writing assistance and other resources. You should visit the Writing Center at least once this semester, and I may request that you visit the Writing Center for help with specific writing concerns. The Writing Center also hosts several free workshops each semester.

Room: D-203 Phone: 972.881.5843

**Counseling Services:** Supports and assists enrolled students who have personal issues that impact their college experience. Individual appointments with Licensed Professional Counselors may be scheduled by contacting our office by phone or email.

Sessions are confidential and at no cost to students. Counseling Services does accept walk-in's during regular business hours. Evening appointments may be scheduled based on counselor availability.

The primary purpose of Counseling Services is to provide short-term and immediate assistance in order to facilitate students' college success and adjustment.

Room: D134

Phone: 972.881.5126 Hours: 8 a.m. – 5 p.m. Evening hours available upon request

## 1301 Course Calendar

**College pro tip:** Please make sure to follow along with me on the board in class—I will always post what is coming up in class. I encourage you to find someone in class to talk to, text, email if you miss class. In college, being sick or absent does not excuse you from doing the work posted. Email your instructor to find out how to be best prepared for class upon returning to class.

Tuesday	Thursday	HY Friday
Aug. 27 Introduction	Aug. 28	
Sept. 3 Labor Day Holiday	Sept. 5 Chapter 1	
Sept. 10 Chapter 2	Sept. 12 Chapter 2	
Sept. 17 Chapter 3	Sept. 19 Chapter 3	
Sept. 24 Chapter 3	Sept. 26 Chapter 3	
Oct. 1 Chapter 3	Oct. 3 Chapter 3	
Oct. 8 Chapter 11	Oct. 10 Chapter 11	
Oct. 15 Chapter 11	Oct. 17 Chapter 11	
Oct. 22 Chapter 11	Oct. 24 Chapter 11	



Oct. 29 Chapter 4	Oct. 31 Chapter 4	
Nov. 5 Chapter 4	Nov. 7 Chapter 4	
Nov. 12 Chapter 4	Nov. 14 Chapter 4	
Nov. 19 Chapter 13	Nov. 21 No class Thanksgiving	
Nov. 26 Chapter 13	Nov. 28 Chapter 13	
Dec. 3 Chapter 13	Dec. 5 Chapter 13	
Dec. 10 Final Exam		