

Welcome to English 111, College Composition I!
Fall, 2011, Sections 146, 2-5:55 Tuesday, S228, Main Campus
and 148, 1-4:55, Planetarium, Bay City, Rm. 217

Instructor: Victoria VanSteenhouse (Vickie)

Office: S053

Office Hours: M: 12:30-1, and 5-5:30 at the Planetarium
T: 1:30-2 and 6-6:30 on the Main Campus

Phone: 989.686.9199 This phone will be answered by the English Division Support person who will then send me an email with your message.

Email: vkvanste@delta.edu I will return your message as soon as I can or definitely within 48 hours on weekdays.

Required Texts and Materials:

1. Student's Book of College English by David Skwire and Harvey S. Wiener
2. Investigations into Economic Class by Philip DeVol and Karla Drodol
3. A small academic dictionary (Look for samples in the Bookstore.)

Required Materials:

1. A 3-ring binder with tabs and loose leaf notebook paper (absolutely NO fringe)
2. A spiral-bound, college-ruled notebook with PERFORATED pages.
3. Highlighters, stapler, one red or green ink pen and a second pen with black or blue ink, and index cards either 3 x5 or 4 x 6.
4. Reliable access to a computer and Internet, a thumb/flash drive to store your writing, copy expenses and picture ID

Outcomes and Objectives:

The purpose of this course is to teach you to write more effectively and confidently. Every career requires the ability to write effectively. Your ideas and opinions are often judged, rightly or not, by the presentation of your writing.

In addition, this class will help you take on any writing challenge while a student. We will learn and practice basic research skills.

According to the standards set by Delta's English Division, a successful student in this class should be able to master the following outcomes and objectives:

OUTCOME 1: Write a formal college composition for a specific audience and purpose.

- Objectives:**
1. Use writing processes to generate and organize ideas, including where appropriate, revision.
 2. Include clear articulation of the important ideas.

3. Select, organize, and present details to support a main idea.
4. Demonstrate the ability to move between generalization and detail.
5. Write effective introductions and conclusions.
6. Employ the conventions of standard written English.

OUTCOME 2: Use writing tasks that involve both reading and writing.

Objectives:

1. Demonstrate the ability to derive meaning from a piece of writing.
2. Demonstrate the ability to distinguish between the meaning one makes of a text and the author's intended meaning.

3. Paraphrase and summarize accurately.

4. Develop critical thinking skills.
5. Understand the relationship among language, knowledge and power.

OUTCOME: Assess progress.

Objective: 1. Assess the progress revealed in a body of work.

GRADING SCALE:

	87-89 B+	77-79 C+	67-69 D+
95-100 A	83-86 B	73-76 C	60-66 D
90-94 A-	80-82 B-	70-72 C-	59 & below F

CLASS POLICIES

ATTENDANCE: Because we will be having so much fun during classes, you just won't want to miss them! But in addition to that, we do much of our work during class. Nothing done in class can be made up.

THERE ARE NO EXCUSED ABSENCES. Coming late or leaving early will result in points being taken away. If you find that your personal circumstances are causing you to miss class, it is recommended that you drop the class and take it a later time when you can devote the time needed to succeed in it. It is expected that you will schedule other appointments, etc., outside of class time.

If you miss in excess of 3 credit hours prior to midterm, you may be dropped from the course, at my discretion. If you miss 2/15 of the classrooms hours—in this class that is 8 classroom hours—you will be dropped from the class. This is English Division Policy.

Get the phone numbers or email addresses of several students in the class. I will not be able to go over everything you've missed in class if you are absent! It is your

responsibility to find out what you've missed and make sure upcoming assignments are done correctly. I'll help out, but I won't be able to do it all.

ASSIGNMENTS: There will be a variety of assignments: formal papers, out-of-class and in-class writing, Journal Entries of several types, in-class presentations and activities, and quizzes and tests. Assignments will also include creating and maintaining a 3-ring binder per my instructions as well as a planner that is kept up to date.

I will give you the Gateway Criteria for major assignments (what needs to be done for an assignment PRIOR to me accepting and grading it) as well as detailed instructions. You must check off the criteria prior to handing in your final assignment or I will not accept it. This is HUGE because I don't take late work! Read and heed. ☺

If you are unable to attend class, please make sure I get your out-of-class work BEFORE class. You may fax it to me at 989.686.0485 or deliver it to S053 on the main campus to be put into my mailbox. Remember, this is to be done BEFORE class. It will not be accepted if it is late.

All out-of-class writing assignments must be typed and printed and handed to me at the beginning of class. Other out-of-class assignments may not have to be typed—I'll let you know of exceptions in class.

Sometimes writing that has been returned to you needs additional work. You must turn in the additional work with the original assignment to receive credit. STAY ORGANIZED.

LATE AND/OR INCOMPLETE WORK: I DO NOT UNDER ANY CIRCUMSTANCES ACCEPT LATE WORK or incomplete work. Make sure to plan for possible technical difficulties. Do not wait until just before an assignment is due to type it. Computers run out of ink, internet can go down, your computer can crash, etc., etc., but these excuses will not be accepted as reasons for late work.

ASSIGNMENT VALUES: Specific criteria for all assignments will be given. Everything you are assigned or do in class must be kept in your three-ring binder. Much of it will be turned in more than once. Please stay organized.

1. ATTENDANCE AND PARTICIPATION: 5%

You will receive .3% for each class you attend for a total of 4.5%. If you attend all 15 sessions, you can earn an additional .5%. If you are late, leave early or come back late from a break, points will be deducted.

2. THREE MAJOR ESSAYS: 52% OVERALL PLEASE NOTE: YOU CANNOT PASS THIS CLASS WITHOUT ALL THREE MAJOR ESSAYS COMPLETED WITH A MINIMUM OF A "C" GRADE. If you do earn below a "C," I may choose to allow you to revise/edit your completed paper one time if you have made a good faith effort to do it well in the first place.

You will be graded on all parts of your writing process—prewriting, outlines, drafts and final papers. I will give you a specific grading sheet for each essay so you will know how much each part counts. All parts must be turned in on time as per the assignment sheet to receive credit.

ESSAY ONE: 13%

ESSAY TWO: 17%

ESSAY THREE (Research): 22%

- 3. PRACTICE WRITINGS, EXERCISES, QUIZZES, HOMEWORK ASSIGNMENTS, IN-CLASS ACTIVITIES, GRAMMAR ASSIGNMENTS, PLANNER, THREE RING AND SEVERAL SHORT ESSAYS. 38%**
- 4. FINAL IN-CLASS ESSAY EXAM: 10%**

You will notice that the percentages add up to 105%. This extra 5% will reflect the level of your work throughout the course and give your final grade a boost.

PLAGIARISM: Plagiarism is defined as using the words and/or ideas of someone else without giving the proper credit. It is representing someone else's work as your own. For the purposes of this class it is also defined as writing you have done for another class. I will check the authenticity of your work. Be aware that college instructors have read thousands of pieces of writing and can easily detect what you have "borrowed" from another source. If it isn't consistent with your in-class writing and your normal patterns of writing, it may be questioned. If you have plagiarized, you will receive an "F" on that assignment. In some cases, you may be dropped from the class with a failing grade. For more information, go to the Delta College Catalog, "Students' Rights, Responsibilities, and Conduct." I will be glad to answer any of your questions about plagiarism and its seriousness.

ELECTRONIC DEVICES: USE IN THE CLASSROOM: Please turn off all cell phones. If you are expecting an emergency call, talk with me prior to class to make arrangements. **NO TEXTING. NO LISTENING TO IPODS.** Laptops may not be used unless discussed with me for specific purposes. **USE OF THESE DEVICES WITHOUT PERMISSION WILL SUBJECT YOU TO THE DISRUPTIVE BEHAVIOR POLICY AND WILL BE HANDLED AS SUCH.** (See Delta College Catalog online.)

CANCELLATION OF CLASSES: Delta College will close only under extreme conditions. If you are unsure of whether Delta will be holding classes due to weather, go to <http://www.delta.edu/delta/weather.html>, call 989-686-9179), or check local TV channels. Keep in mind that we want no one to endanger themselves by their decision to travel to their classes—but the college is educating you for the expectations of the work force, and if area businesses are open and expecting their employees to come to work, Delta probably will expect you to attend classes. However, it is your decision. If our class is scheduled to begin when the college is closed, it will not meet. For example, if Delta is closed during the daytime but reopens at 4 p.m., this class will not meet because the college was closed during the scheduled beginning time of the class.

RESOURCES: The LLIC (Library Learning Instruction Center) has much to offer you. The **Open Computer Lab** has over 90 computers for your use. Bring your picture ID.

The T/LC (Teaching Learning Center) is located in the LLIC as well. There is tutoring and help for almost any subject. It's also a great place to do homework; if you get stuck on something, there's always someone to ask.

The Writing Center is an especially valuable resource for this class. It is located in the back of the LLIC. You can get help with your writing assignments for any class. Go check them out!

The Librarian's Reference Desk is located in the middle of the library. The librarians can answer many of your research questions and they like to help students!

Mike Cooper is in the Office of Disability Services, D102, and is ready to help you with any documented disability. Cal 686-9330.

Bridge Program Director, Marcie Carter, is another avenue for assistance with academic concerns. Her office is right next to the Disability Office in D102. She is also the person an instructor might refer you to if the instructor feels you would benefit from additional assistance.

Instructor Contact—that's me! I have office hours and can also make myself available at times in addition to those hours if necessary. Make an appointment, talk with me after class...I am here to help you succeed! Like Nike says, "Just Do IT!" ☺

CONFERENCES: I will schedule individual conferences with you a couple of times this semester during class time to help you with any questions you may have and to make sure you are on track. You don't have to wait until conference time though!

ADDITIONAL TIPS:

1. Save everything on your memory stick (flash or thumb drive).
2. Do not email me your course work.
3. Attend every class, be on time and stay for the entire class.
4. Don't "pack up" early. I really find that offensive!
5. You need to know your Delta email address and password.
6. Maintain a positive attitude and a willingness to learn. Show respect to all in the class.
7. Have fun!

Credit & thanks are given to a several English 111 Instructors for their ideas for what is included in this syllabus. The syllabi of Joan Ramm, Daniel Snyder, Roz Weedman, Sol Smith, & Neville Britto were especially helpful.

Favorite Quotes:

"Try, there is no try. There is either do or not do. YODA

"If you think you can or you think you can't, you're right". HENRY FORD

"Kites fly highest against the wind."

"If you want to walk on the water, you have to get out of the boat."

I hope you enjoy the class and learning to express yourself more effectively in writing. Let's be a team centered on your success!

Delta College, S053, 989.686.9199

"Excellence is caring more than others think is wise,
Risking more than others think is safe,
Dreaming more than others think is practical and
Expecting more than others think is possible."