

Nimi Finnigan

Office: Reese Building 3 Office 318 E/Levelland Communications Building Office 131

Office Hours: Monday/Wednesday 12:15-2:00pm (Levelland), Tuesday/Thursday 12:15-1:00 pm (Reese), Friday 9:00-12:00 (Reese)

Phone: 806 – 716 - 2733

Email: nfinnigan@southplainscollege.edu

Website:Blackboard

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ENGLISH 1301

Section

157

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Composition I

*Dear Students, Please Note: The course schedule/calendar is subject to change. The instructor will notify the class of any changes within a sufficient time frame. **It is the student's responsibility to take note of the changes.***

COURSE DESCRIPTION

This course is an intensive study and practice of the composition process from invention and researching to drafting, revising, and editing, both individually and collaboratively. The curriculum includes the teaching of effective rhetorical modes as well as audience, purpose, arrangement, style, and collateral readings. The instructional focus is on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Prerequisites:

- Students must be TSI-compliant in both writing and reading.
- International students who do not have a TOEFL score of 550 must enroll in ENGL 0301 or 0302 or ESOL 0301 or 0302.

COURSE CURRICULUM OBJECTIVES ADDRESSED

- Communications skills—to include effective written, oral and visual communication
- Critical thinking skills—to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- 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—to include the ability to connect choices, actions, and consequences to ethical decision-making.

STUDENT LEARNING OUTCOMES: Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Exhibit logic, unity, development, and coherence to create essays.
3. Develop ideas with appropriate support and attribution.
4. Write in a style appropriate to audience and purpose.
5. Read, reflect, and respond critically to a variety of texts.
6. Use edited American English, with an emphasis on correct grammar, punctuation, spelling, and mechanics, in academic essays.
7. Write a minimum of six 500-word essay.

STUDENT LEARNING OUTCOMES ASSESSMENT

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A pre- and post-test and/or a writing assignment rubric will be used to determine the extent of improvement that the students have gained during the semester.

COURSE EVALUATION

Students will complete the following assignments:

Introductory Essay

Descriptive Essay

Reflection Essay

Narrative Essay

Argument Essay

Bibliography Project

Final Exam - Portfolio

COURSE MATERIALS

REQUIRED TEXTBOOKS

- Langan, John. *College Writing Skills with Readings*. 9th edition. McGraw Hill. 2014
- A comprehensive dictionary or collegiate dictionary (such as *The American Heritage Dictionary* or *Merriam Webster Collegiate Dictionary*).
- A notebook to write in
- A computer so that you are able to view the class videos on Blackboard

DETAILED COURSE REQUIREMENTS

MODULE 1. COURSE INTRODUCTION & WRITING BASICS

- Students will read Short Stories & watch Recorded Course Videos.
- Students will complete a variety of paragraphs: summaries, synthesis, and discussion/analysis paragraphs in response to Instructor-provided questions
- Students will complete an Introductory Essay
- **DUE DATE FOR MODULE 1 PORTFOLIO: September 24 by midnight**
- **210 points.**

MODULE 2. DESCRIPTIVE WRITING

- Students will read Short Stories & watch Recorded Course Videos.
- Students will complete a variety of paragraphs: summaries, synthesis, and discussion paragraphs in response to Instructor-provided questions
- Students will complete a Descriptive Essay
- **DUE DATE FOR MODULE 2 PORTFOLIO: October 16 by midnight**

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- 210 points.

MODULE 3. MLA GUIDELINES & REQUIREMENTS

- Students will read short stories, several poems, & watch Recorded Course Videos & YouTube clips
- Students will focus, explore, and research MLA guidelines
- Students will complete a variety of paragraphs: summaries, synthesis, and discussion/analysis paragraphs in response to Instructor-provided questions
- Students will complete a Bibliography Project & a Reflection Essay
- **DUE DATE FOR MODULE 3 PORTFOLIO: October 30 by midnight**
- **210 points**

MODULE 4. NARRATIVE ESSAY

- Students will read short stories, several poems, & watch Recorded Course Videos & YouTube clips
- Students will complete a variety of paragraphs throughout the semester: summaries, synthesis, and discussion paragraphs in response to Instructor-provided questions
- Students will complete a Narrative Essay
- **DUE DATE FOR MODULE 4 PORTFOLIO: November 20 by midnight**
- **210 points**

MODULE 5. FINAL PORTFOLIO – FINAL EXAM & RESEARCH

- Students will turn a collection of their writing throughout the semester.
- Each item will be revised according to Instructor requests
- Students will complete an Argument Essay in preparation for 1302.
- **DUE DATE FOR MODULE 5 PORTFOLIO: December 11 by midnight**
- **160 points.**

GRADE/POINT BREAKDOWN

- Module 1. 210 points
- Module 2. 210 points
- Module 3. 210 points
- Module 4. 210 points
- Module 5. 160 points.

TOTAL POINTS – 1000

A RANGE 900 – 1000: Document exemplary. It exceeds assignment objectives. No revisions necessary.

B RANGE 800 – 899: Document is proficient. It meets assignment objectives. Minor revisions are necessary.

C RANGE 700 – 799: Document is marginal. It does not meet all assignment objectives. Revisions are necessary.

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D RANGE 600 – 699: Document is unsatisfactory. It meets few of the assignment objectives. Major revisions are necessary.

BELOW 600 -> F: Document is unacceptable. It does not meet assignment objectives. Major revisions are necessary.

All of these margins are strict margins. This means that 899.8 points does not get you an A. You need 900 points to be in the A range. **No exceptions.**

COURSE POLICIES

SIGNING UP FOR REMIND

All students need to sign up for Remind (through Remind.com) which will send class updates/notifications directly to your phone. Instructions will be given on Blackboard on how to register for the notifications. This will keep you updated on any changes to the class schedule, reading list, and any class/Blackboard issues.

GRADING TIME FRAMES

When your assignments are evaluated, you will have them back. Please do not inquire as to whether or not your papers/exams are graded.

ATTENDANCE POLICY

- This is an online course with Videos on Blackboard. Timely submission of all required information either via Blackboard, email, or Skype will count as class attendance.

CLASSROOM BEHAVIOR

- Please be respectful in your emails since these will be our main means of communication. Moreover, make sure that you have already researched the answers to your questions prior to emailing me because most of your questions will probably have answers in the syllabus or Module instructions/guidelines.

VISITING DURING OFFICE HOURS

Students are encouraged to contact me via email. Please allow at least 48 hours for a response. If you would like to see me in person during my office hours, contact me via email, and I will share my office hours with you.

EMAIL CORRESPONDENCE:

If you need to contact me via email, you may do so via Remind or at my primary email address at South Plains Email.

- Netiquette: I expect students to use professional language and tone in all communications with me, including in emails. To this end, emails should clearly **identify who the sender is, what course they are taking, present proper grammar, include salutations**, and should be void of vernacular turn of phrases or “texting” expressions.

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- Emails that do not follow proper netiquette will most likely not be answered.
- Students are responsible for checking their South Plains email regularly.
- Please make sure that your email includes your full name and section number and/or class meeting times. I teach several sections and that information will allow me identify your account more quickly.
- Please wait between 24-48 hours before expecting a response to your submitted email.

ACADEMIC INTEGRITY AND PLAGIARISM

“It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension” (SPC General Catalog, pp. 21-22). "Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length as well as to final examinations, to daily reports and to term papers" (SPC General Catalog, p. 22). Students should consult the General Catalog on p. 23 for the college's detailed policies on plagiarism and cheating. Failure to comply with these policies will result in an F for the assignment and can result in an F for the course if circumstances warrant.

Plagiarism and Cheating: Students are expected to do their own work on all projects, quizzes, assignments, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant it.

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail order term paper mill;
2. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
3. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
4. Giving an in-text citation only at the end of a paragraph.

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another;
6. Altering grade records; or
7. Copying another's work during an examination or on a homework assignment.

STUDENTS WITH DISABILITIES

Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call

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or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

STATEMENT OF NONDISCRIMINATION

It is the policy of this instructor not to discriminate on the basis of age, color, disability, ethnicity/ethnic background, gender, national origin, race, religion, sexual orientation, or veteran status.

STATEMENT OF DIVERSITY

In this class, the instructor will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves.

STUDENT CODE OF CONDUCT POLICY

Any successful learning experience requires mutual respect on the part of the student and the instructor. Neither instructor nor student should be subject to others' behavior that is rude, disruptive, intimidating, aggressive, or demeaning. Student conduct that disrupts the learning process or is deemed disrespectful or threatening shall not be tolerated and may lead to disciplinary action and/or removal from class.

CAMPUS CONCEALED CARRY

Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in South Plains College buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and South Plains College policy, license holders may not carry a concealed handgun in restricted locations. For a list of locations, please refer to the SPC policy at: (http://www.southplainscollege.edu/human_resources/policy_procedure/hhc.php). Pursuant to PC 46.035, the open carrying of handguns is prohibited on all South Plains College campuses. Report violations to the College Police Department at 806-716-2396 or 9-1-1.

Note: The instructor reserves the right to modify the course syllabus and policies, as well as notify students of any changes, at any point during the semester.

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SYLLABUS AS CONTRACT

1. I understand that class attendance (submitting all required information on time to my professor) is part of my grade and that failure to meet attendance policies may result in a grade of F (regardless of my performance on assignments).
2. I understand that once I hand in an assignment to the instructor, it will be graded in the time it takes to grade it. I will not inquire about the grading timeline.
3. I understand that the course schedule/calendar is subject to change and that it is entirely my responsibility to be aware of the changes.
4. **Blackboard.** Please note that Blackboard is used for this course.
5. **Sign up for Remind @Remind.com.** This is an integral tool for the course. I will send out announcements such as due dates, change of schedule etc via Remind. If you do not sign up for it, you understand that you are still responsible for the material/announcement included in the message.
6. **Email.** I understand that I must use my South Plains Email account for the course. All electronic communication will be through your South Plains email.
7. **Netiquette.** I understand that I must send emails that are written appropriately, correctly punctuated and free of grammar errors. I must respect proper conventions when sending out emails. This shows respect.
8. **Responsibility.** This is a college course. I understand that I am responsible for my actions, for the level of effort I put into the course and for my overall performance.
9. **Grade.** I understand how I will be graded in this course and how the grading system works.
10. **Textbook.** It is my responsibility to purchase the textbook and download, print, or read the assigned files for our readings online.

Your signature at the bottom of this contract signifies that you have read and agree with all of the points/elements in the syllabus as well as outlined in this contract. Simply type your name at the bottom and save this document on your computer. Once it is saved, email it to me as an attachment. This will be a binding contract between you and me.

I have read and agree to abide by all of the policies outlined/discussed in the syllabus and the syllabus as contract for this course.

Name: _____ Date: / _____