

**ENGL 828-AB (CRN 42616): Basic Composition and Reading
Spring 2015**

Day/Time: MWF 10:10-11:40am

Instructor: Chris Gibson

Room: PH-413

**Office Hours: MW 8:00-9:00 & MWF 12:00-1:00; TTh 7:30-8:00 & 11:00-12:30; and by
appointment in 7-308**

Email: gibsonc@smccd.edu

Voicemail: 650-738-4409

Cell: 915-253-7450

Supplemental Learning Assistant: Jessica Belluomini

INTRODUCTION AND WELCOME:

Welcome to ENGL 828, which is an accelerated reading and writing class; this means the work will be ENGL 846 level work but with more support and time to work through the texts and class content. The most important thing you can bring to the class is a growth mindset, or belief that your intelligence, knowledge, and skills can greatly improve with effort and hard work. **I believe you can be successful**, so you should believe in your self as well. I know that you can improve your writing and reading skills with the appropriate time, effort, and dedication.

As you enter the class, I look for you to exhibit two essential characteristics of successful students: be active and be engaged. Being active means that you come to class prepared to work, ask questions, contribute answers, and complete the assignments (readings, homework, essays, etc.). Being engaged means that you are focused and involved in each and every class. If you exhibit these two characteristics and ask for help from me (as well as peers and tutors) when you need it, we can make sure that you gain the knowledge and preparation to be successful in ENGL 846 and beyond.

My job is to provide the instruction, guidance, and support to prepare you for ENGL 846, so do not hesitate to contact me via email, phone, or text message when you need it. More importantly, come see me during office hours or make an appointment so that we can speak face to face to ensure that you gain the knowledge to help you be confident and prepared for ENGL 846.

CAMPUS RESOURCES:

Skyline College provides the following resources to help students find success inside and outside of the classroom:

The Learning Center: The Learning Center (Building 5) provides support for writing, reading, math, and other subjects. Through a close collaboration between faculty, tutors, and students, The Learning Center empowers you to be responsible, active learners. The Learning Center is a flexible learning environment providing academic support for you in most Skyline College courses through supplemental instruction, peer tutoring, workshops, and computer-assisted learning. We are ready to assist you with writing, reading, math, science, or other college courses!

Academic Counseling: Skyline College counselors support you with information, using many resources, so that you are better prepared to explore your alternatives, establish your priorities and develop a plan of action for your future. To meet with a counselor at Skyline College it is best to schedule an appointment. You can schedule counseling appointments online, using WebSmart, by phone or in-person. Regular counseling appointments are 30 minutes long. They are appropriate for long-term educational planning, clarifying your progress toward graduation and transfer, dealing with probation or dismissal questions.

The Library: The Library, located on the second floor of Building 5, features a wide range of research databases as well as a book collection of 50,000 volumes and subscriptions to hundreds of magazines, journals,

and newspapers. Library users have access to the Peninsula Library System and the Web. Librarians are happy to assist you with research projects and library questions.

Academic Adjustments for Students with Disabilities: In coordination with the Disability Resource Center office, reasonable accommodation will be provided for eligible students with disabilities. For more assistance, please contact the DRC Bldg 5, Room 5132 or call 650-738-4228.

Early Alert: Skyline College takes great pride in the achievement of our students. An Early Alert message is designed to alert you if you may have an issue with attendance, work quality, academic progress and/or quality of work. If you receive an Early Alert notification, you should contact the instructor immediately to address and resolve the issue. Furthermore, Early Alert counselors can assist you in identifying success strategies and resources along with creating a Student Educational Plan to achieve you educational goal(s).

CATALOG DESCRIPTION

Five lecture hours per week. Recommended preparation: Eligibility for READ 826 and ENGL 826 by appropriate scores on college placement tests and other measures as necessary.

Practice in composition and reading based on the study of essays and other reading material.

Composition of short essays, with focused work on reading, paragraph development, and sentence structure.

Students enrolled in ENGL 828 (CRN 92737) must also be enrolled in LSKL 828-AC (CRN 43227). (Units do not count toward the Associate degree.)

STUDENT LEARNING OUTCOMES (SLO'S):

Upon completion of this course, students will be able to:

- **Overall essay unity/thesis:** Write focused, coherent, well-developed largely text based essays appropriate to the basic skills level organized into effective paragraphs with major and minor supporting details, which support a clear thesis statement, and demonstrate competence in standard English grammar and usage.
- **Critical reading/writing/thinking:** Demonstrate critical reading, writing, and thinking skills through comprehension, analysis, synthesis, and evaluation of important ideas from multiple points of view.
- **Critical reading/writing/thinking:** Apply basic documentation skills.
- **Critical reading/writing/thinking:** Determine and apply appropriate text study-reading strategies to basic-level readings: e.g., previewing/reviewing, annotation, note taking, mapping, outlining, summarizing, test-taking, and reading rate.

REQUIRED TEXTS

College Culture, Student Success by Debra J. Anderson

Reality is Broken: Why Games Make Us Better and How They Can Change the World by Jane McGonigal

What, Why, and How?: Mastering 15 Concepts to Become a Better Writer by Skyline College English Department

FOUR blue exam books

A College Dictionary

A USB memory stick/storage device

NOTE: Student *must* have all textbooks by the end of week 4.

ASSIGNMENTS:

Quizzes/Homework Check-Ups: There will be a approximately 20 reading quizzes/homework check-ups this semester. Each quiz will require students to demonstrate complete reading of the assigned texts as well as thoughtful analysis of the readings; homework check-ups may consist of showing me your annotations, homework assignments, etc. Quizzes/homework check-ups are used to encourage and measure students'

reading and progress; therefore, it is extremely important that the readings and other assignments be completed BEFORE the date assigned. It is important to note that quizzes are promptly administered at the beginning of the class, and there are no makeup quizzes. Each quiz is worth 10 points for a total of 200 points toward the final grade.

Essays: Students will write four 3-5 page essays based on assigned readings this semester. As the semester progresses, essays will require additional sources and research. Each essay is worth 100 points for a total of 400 points.

Essay Portfolios: For each essay, students will submit a portfolio that demonstrates engagement with the writing process. In order to receive full credit, each student must submit prewriting, a typed sentence outline, peer/self reviews, and 3 typed drafts (two rough drafts of at least two full pages and one final draft) in a folder. Each portfolio is worth 25 points for a total of 100 points for the semester.

Mid-Term and Final Exams: The mid-term and final exams will be based on assigned texts and will require students to analyze and respond to the assigned texts in well-developed essays focused on a central idea/thesis. The mid-term and final exams must be completed in a green or blue exam booklet (available in the college bookstore). The mid-term and final will be worth 100 points each for a total of 200 points.

Triple Entry Journal: Triple-entry journals allow students to identify quotes, concepts, and sections of the text they find interesting, confusing, or thought-provoking. Furthermore, the journals then provide the space for students to respond to the text in preparation for class discussion and to enhance reading comprehension. The triple-entry journal is worth 25 points.

Vocabulary log: Throughout the semester, students are required to compile a vocabulary log of a words found in readings and class discussions. Students are also assigned prefixes, suffixes, and roots of words to help enhance their vocabulary and reading comprehension skills. The vocabulary log is worth 25 points.

Participation: Students must attend class regularly on time to create opportunities to participate in class discussions, group work, and various other activities; successful students demonstrate active and engaged behavior through regular, thoughtful participation in class activities and discussions. Participation is worth 50 points for the semester.

GRADE BREAKDOWN:

Assignment	Points Available	Your Score
Quizzes/HW Check-ups	200	
Essay 1	100	
Essay 2	100	
Essay 3	100	
Essay 4	100	
Mid-Term Exam	100	
Final Exam	100	
Essay Portfolios	100	
Triple Entry Journal	25	
Vocabulary Log	25	
Participation	50	
Total	1000	
XC- Office Visit	10	
XC-SEP	10	
XC-Workshops	5/workshop	

GRADING SCALE: A=93-100; A-=90-92; B+=87-89; B=83-86; B-=80-82; C+=77-79; C=70-76; D+=67-69; D=60-66; F=0-59

COURSE POLICIES:

Drop policies: It is the student's responsibility to drop the class if he/she stops attending. If the student does not drop the class, he/she may receive a failing grade for the semester.

Attendance: As I mentioned in the welcome/introduction, two keys to success in this class (and any class) are being active and engaged, which can only be accomplished if you attend class every day. Class work and discussion prepare you for the small and large homework assignments, so you will need to plan on attending every class. If you miss class, you will need to contact me or one of your peers to make sure that you do not fall behind. If an assignment is due the day you miss class, you should email me the assignment (a picture or document will work) to show me that you completed the work.

You are allowed **six** absences over the course of the semester. If you have more than **six** absences, you will be dropped from the course since you have other obligations that interfere with your ability to attend and succeed in the class. As stated above, you have the responsibility to find out about any material, changes, and information missed during an absence. If you have outside issues/circumstances that will require you to miss two classes consecutively, please contact me as soon as possible (within reason).

Late/Make-Up Work: On peer review days, if you fail to bring in a rough draft or arrives after peer reviews have started, you will not receive credit for the peer review. **If you submit essays late, you will receive a 10% deduction for each week the essay is late.** However, when you do turn in essays on time, you will have the opportunity to revise any of the first three essays for better grades; if you wish to revise an essay, you **MUST** meet with me to discuss the essays before the revisions will be accepted. Make-ups for the Mid-Term and Final Exams will only be accepted with prior approval and/or appropriate documentation (on a case by case basis).

File keeping: You must keep all graded assignments, quizzes, and essays (everything!). This will solve any issues that arise if there is any error in my records. Any time that you work on ANY assignment, you should print out any progress made and save the file in MULTIPLE locations. One helpful option is for you to email the assignment to yourself so that you have a readily available copy of the assignment. It is *strongly* recommended that you purchase a flash drive/memory stick on which to save all files and assignments.

Class Conduct Policy: Cell phones and other electronic equipment must be turned off during class. No talking or whispering is allowed during lectures. When another student is presenting, listen actively and encourage her/him. You are also responsible for adhering to the Code of Student Conduct outlined in the Skyline College Catalog and the Skyline Student Handbook, available online.

Students who engage in disruptive behavior—conduct that interferes with the instructional, administrative, or service functions of the course – can be subject to disciplinary action, including suspension and/or expulsion from the course and/or college. Specifically, cell phone interruptions, the use of iPods, habitual profanity or vulgarity, and continued willful disobedience will result in disciplinary action.

Academic Integrity: The work you submit/present must be your own. All paraphrases and quotations must be cited appropriately. The Skyline College Student Handbook has a complete statement defining cheating and plagiarism, available online. If you are caught cheating or plagiarizing another person's work, you may be disciplined in one or more of the following ways:

1. You may be given an F on the assignment;
2. You may be referred to the College Disciplinarian for further sanctions which range from a warning to expulsion from Skyline College.

Please note, if you have any questions about appropriate ways to cite sources or if you are unsure how to incorporate your own ideas with ideas you read, please ask.

Expected Preparation for Class: Students must come to class with the required assigned texts/textbook(s) each class period, and they must come prepared with all work completed, as assigned. Failure to do so may result in students' being dropped from the class. Students are expected to spend a minimum of two hours outside of class for each hour spent in class.

Smoking Policy: "Smoking is now permitted only in designated areas in parking lots around campus. Designated areas are clearly marked and ashtrays are located nearby. The active participation and cooperation of all students, faculty, staff and guests in promoting a healthy and safe environment at

Skyline College and guests are expected to observe the smoking policy. Tobacco-free resources are available in the Student Health Center, located in Building 2, room 2209, (650) 738-4270, and on the Skyline College website.”

Means of Communication: To avoid missing important messages from both me and from the college/District, please activate your student email account by logging in at <http://my.smccd.edu/> if you have not already done so. Messages regarding your registration status, as well as other necessary information, will be sent to you through this means of communication.

How to Forward Your *my.smccd.edu* Email to Another Email Address

Your teacher, and Skyline College, will use your **my.smccd.edu** email account to share information with you. If you don't check that email, you will miss important news. If you don't want to check your **my.smccd.edu** account, and you would rather use an email account such as hotmail, yahoo, gmail, or another, please take a few minutes to set up forwarding for your **my.smccd.edu** email to your regular account. Follow these steps:

1. Go to Websmart at <https://websmart.smccd.edu/>
2. In your student account area, click on the link that says "New! Student Email"
3. Here, you may view your email address and password, and you may reset your password.
4. IMPORTANT: Open your **my.smccd.edu** email.
5. Click "Settings" at the top of the page.
6. Click the "Forwarding and POP/IMAP" tab.
7. Under Forwarding, click the "Forward a copy of incoming mail" button.
8. Enter the email address you want to forward your email to
9. Click "Save Changes."

Technology Policy

Students may only use hand-held and wireless technology for legitimate and appropriate educational purposes such as defined by the instructor. The instructor may limit any use of hand-held or wireless technology that disrupts learning opportunities, degrades the learning environment, promotes academic dishonesty or illegal activities. Students who require access to hand-held or wireless technology as assistive measures for documented disabilities may use them according to their accommodations as provided by the Disabled Student and Services program. A violation of this policy will result in disciplinary action to be determined by the instructor. Sanctions are explicitly stated in the College's Student Code of Conduct.

Plan Ahead – Pay Ahead—Starting with the Spring 2012 semester, students who do not pay their fees well before classes start will be dropped from their classes. Check the Skyline College website for the drop date each semester. The drop date for the fall semester is Wednesday, August 8, 2014. A [Fee Payment Plan](#) is available, which allows you to pay your fees over a specific period of time and not be dropped from your classes. Please go to the Financial Aid office in Building 2 for more information.

Important Dates to Remember:

1/22	Classes begin
2/04	Last day to ADD a semester-length course
2/04	Last day to DROP a semester length course w/eligibility for a partial refund
2/13	Holiday- Lincoln's Birthday
2/14, 2/15	Declared Recess
2/16	Holiday- President's Day
2/16	Last Day to DROP Semester Length Course without appearing on record
2/16	Last to change Grade Option (P/NP)
2/17	CENSUS DAY
3/6	Last Day to apply for a degree or certificate
3/22-3/28	Spring Recess
4/30	Last day to withdraw from semester length classes
5/23, 5/24	Declared Recess

5/25	Holiday- Memorial Day
5/26-6/1	Final exams- All Classes
6/1	End of semester
6/9	Final Grades Available on WebSmart