ENC 1101.014: College Composition

Fall 2006, Section 67722
Meeting Time/Location: MWF 11:00-11:50 am in NW A-012
Instructor: Linda D. Stanley
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Course Information:
The goal of College Composition is fluency in standard written English. The course is designed to strengthen reading skills while it teaches clear and effective written communication. The course will focus on essay organization, paragraph development and basic writing strategies-including performing these tasks under time constraints. Because of its fundamental nature, College Composition is a requirement for all A.A. and for many A.S. students.

Minimum Course Outcomes:
- Students will be competent in reading instructions and essays.
- Students will be able to write essays substantially free of major errors of standard written English.
- Students will be able to use supporting details in an essay.
- Students will be competent in structuring essays.
- Students will be competent in formatting their essays according to MLA conventions.
- Students will be able to incorporate information from two or more distinct sources into an essay with an analytical or argumentative purpose.
- Students will learn that the process of writing requires working with drafts in order to achieve an effective final product.

Required Texts:
The Bedford Reader, Ninth Edition, Kennedy, Kennedy, and Aaron
The Everyday Writer, Third Edition, Lunsford
A Guide to English Classes at Santa Fe Community College

Attendance Policy:
Success in this course depends heavily on active participation in discussions, as well as consistent and effective application of concepts covered in class. Instruction during class is often spontaneous, so I cannot possibly offer a recap of what transpired if you miss class. Consequently, frequent absences will affect your progress and success dramatically. **If you fall behind, you will likely stay behind, and you cannot pass the course with 5 (or more) absences.** I will not accept assignments from any student who has 5 or more absences. Since this is a participatory workshop class centered on aggressive learning, any absences, excused or unexcused will affect your final grade as follows:

<table>
<thead>
<tr>
<th>Absences</th>
<th>Penalty</th>
<th>Absences</th>
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</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>no penalty</td>
<td>4</td>
<td>2-letter grade reduction</td>
</tr>
<tr>
<td>3</td>
<td>1-letter grade reduction</td>
<td>5</td>
<td>failure of the course</td>
</tr>
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Additionally, because this class covers a large volume of material very rapidly, more than three absences consecutively will result in failure of the course.

Repeated tardiness will also hurt your grade. If you consistently arrive late, I will warn you ONCE. After that warning, further tardies will result in a 25-point reduction on your final grade. If you arrive more than 15 minutes after class starts, I will count you absent.
**Internet access:** You will access many of the documents we will use in this class through the online course management program WebCT. You will also use the program for paper submissions, grade book functions, and various other applications. Consequently, you need frequent and reliable access to the Internet. If you do not have a computer at home, you should familiarize yourself with the locations of available computers on campus. I DO NOT accept computer access problems as an excuse for not completing assignments!

You will also receive course-related email through WebCT. You are responsible for checking WebCT every evening for email as well as for any course-related announcements I may have posted on the WebCT main class page. I will provide access information to you in class once our WebCT section has been established.

**Classroom Courtesy:** Our class will be as discussion-based as possible, and we will always respect each other's views. No matter how strongly you may disagree with another person's position on a topic, you should remain courteous and maintain an academic bearing at all times. Abusive behavior of any kind will result in your removal from the classroom.

Because of the discussion nature of the class, I require that you turn your cell phones and pagers off or place them on “silent” status. If you forget to do so and your phone rings, do not answer it. If your phone or beeper should ring during class, you will lose participation points. If you have a personal emergency and must keep your phone on one day, please discuss it with me before class.

**Readings:** You should complete your Reading Assignments by the beginning of the class period for which they are listed in the Class Schedule.

**Grades:**
Course grades will be distributed as follows:

The average of formal essays = 80% of your final grade
The average of informal short writings = 10% of your final grade
Participation/Quizzes/Homework/Attendance = 5% of your final grade
Final exam = 5% of your final grade

**Gordon Rule:**
Written assignments in this course fulfill the Gordon Rule writing requirement. In addition to a satisfactory evaluation of this work based on content, the student is expected to demonstrate competence in English composition and grammar. A course grade D or D+ will allow the course to count as an elective, but neither Gordon Rule nor General Education credit will be given.

**Participation, Homework and In-class assignments:** I expect everyone to contribute to class discussion. Additionally, I may assign a variety of homework and in-class assignments throughout the semester intended to assist you in concept mastery and in “self-assessment.” In other words, the purpose of these assignments is to provide you with practice in necessary skills and also to help you identify areas in which you need more instruction. After each of these assignments, I will provide an opportunity in class for you to ask questions about that assignment. You may also see me in my office during office hours or schedule an appointment if you want more personalized discussion of your concerns. I encourage you to use these opportunities to maximize your learning experience.

**First Drafts:** For each of your major writing assignments, you will submit a preliminary draft on which I will comment. These drafts should be as complete as possible and cover the entire scope of the assignment. The closer you are to having a "finished" paper, the more helpful my comments will be. I do not grade first drafts separately, but I will not accept a final draft of any paper for which you have not submitted a first draft on time. I also will not perform a comprehensive edit on your first draft. I will address general trends that need your attention throughout the paper and provide grammatical and mechanical commentary in one area of the paper. You are responsible for editing the balance of the draft for similar issues. **Additional Note:** Students are responsible for maintaining duplicate copies of all work submitted in this course and retaining all returned, graded work until the semester is over. Should the need arise for a re-submission of papers or a review of graded papers it is the student's responsibility to have and make available this material.
Plagiarism and Cheating:
It is expected that the work you submit in all of your courses is your own. Within the context of this course we will discuss appropriate text citation; incorrect use of outside sources is plagiarism and is academically dishonest. Any academic dishonesty will result in the failure of that assignment as the minimum punishment; it may result in dismissal from the college. See the Student Conduct Code at <http://admn.sfcc.edu/%7ERULES/O7-23studentconductcode.pdf>.

Disability Notification:
If you are a student with a disability: In compliance with Santa Fe Community College policy and equal access laws, I am available to discuss appropriate academic accommodations that you may require as a student with a disability. Requests for academic accommodations need to be made during the first week of the semester (except for unusual circumstances) so arrangements can be made. You must be registered with Disabilities Resource Center (DRC) in S-112 for disability verification and determination of reasonable academic accommodations.

Discrimination/Harassment Policy Statement:
SFCC prohibits any form of discrimination or sexual harassment among students, faculty, and staff. For further information refer to the SFCC Human Resources Policies Web site at <http://admin.sfcc.edu/humresourc/handbooks/facbkIPolicies.htm>.

Late and Make-Up Work Policy:
I do not accept late papers or allow students to make up missed assignments unless arrangements are made ahead of time, or a documented emergency prevents class attendance and/or assignment completion. In such cases, students must receive approval from me in writing to complete the missed assignment(s) in a timely manner.

Withdrawal:
The last day to withdraw from the class and receive a refund is August 29. The last day to withdraw and receive a W is November 7. If you stop attending but do not officially withdraw, you will receive a grade of F.

Extra Help:
If you cannot meet me during my regular office hours, please leave a voice mail or email message (email is preferable), and I will arrange an alternate meeting time. If you are having trouble keeping up with the course material, or if you simply don't understand it, please see me.

Writing Lab:
At some point during the term, I may require you to do work in the Writing Lab (G-06) or the ESL composition lab (I-01). If that is the case, you must schedule time to go. Of course, I encourage you to make use of these college services even if I don't specifically assign your attendance.

Final exam: The final exam for the course will take place on Wednesday, Dec. 13 between 10:30 am and 12:30 pm.
ENC 1101.014 Schedule of Assignments:

This schedule may change and is not a complete listing of all assignments. **Students will be required to complete additional informal writing assignments in class or as homework.** Reading assignments below refer to the following texts:

- **EW** = *The Everyday Writer*, Third Edition
- **BR** = *The Bedford Reader*, Ninth edition

Assignments in *The Bedford Reader* (BR) are indicated by page number. Unless otherwise noted, assignments in *The Everyday Writer* (EW) are indicated by chapter number.

**Week 1 (Aug. 21 – 25)**

- **W** - Introductions
- **F** - Read: Handout from *Bedford Reader*

**Week 2 (Aug. 28 – Sept. 1)**

- **M** – Read: *A Guide to English Courses at Santa Fe Community College*
- **W** – Read: Basic Grammar (EW Chapter 28)
  - "Reading Critically* Bedford Reader pages 9-26
- **F** – Read: Subject-Verb Agreement (EW30)

**Week 3 (Sept. 4 – 8)**

- **M** – Holiday – Labor Day
- **W** – Read: "Neat People vs. Sloppy People" *BR* 239-244
  - "Writing Effectively* *BR* 31-47
  - Drafting *EW* 7
  - Fragments *EW* 35
  - Spelling *EW* 40
  - Exploring Ideas *EW* Chapter 6
- **F** – **Write Essay 1 (300 words on Britt) in class.** This is a low-stakes assignment in which you can apply what you’ve learned about paragraph and essay structure.

**Week 4 (Sept. 11 – 15)**

- **M** – Read: "Integrating Source Material" *BR* 52-57
  - Review: "Writing Effectively* *BR* 31-47
- **W** – Read: Constructing Strong Paragraphs *EW* 8
- **F** – Read: Run-ons: Comma splices and fused sentences *EW*34
  - Semicolons *EW* 43
  - Begin revision of Essay 1

**Week 5 (Sept. 18 – 22)**

- **M** – Read: Staples’ "Black Men and Public Space" *BR* 205-209
  - Orwell’s "Shooting an Elephant" *BR* 645-653
- **Revision of Essay 1 due**
- **W** – Read: Paraphrasing and summarizing *EW* pages 164-168
- **F** – Read: Commas *EW* 42
  - Colons *EW* 47d
  - Apostrophes *EW* 45
  - Begin Essay 2 (assignment will be distributed on WebCT)
Week 6 (Sept. 25 – 29)
M – Read: Tannen’s "But What Do You Mean?" *BR* 390-398
   Pronouns *EW33*
W – Read: Vowell’s "Shooting Dad" *BR* 152-160
   Parallelism *EW23*
F – Read: Sedaris’ "Remembering My Childhood on the Continent of Africa" *BR* 250-256

Week 7 (Oct. 2 – 6)
M – Read: Ericsson’s "The Ways We Lie" *BR* 407-416
   Conciseness *EW 26*
   Lutz’s "The World of Doublespeak" *BR* 417-425
W – Read: Language *EW37*
   Diction *EW39*
   Active verbs *EW29g*
   Essay 2 due
F – Holiday – UF Homecoming

Week 8 (Oct. 9 – 13)
M – Read: Argument and Persuasion, *BR* 515-531
   Pollitt and Colson *BR* 560-569
W – Read: modifiers *EW32*
   adjectives and adverbs *EW31*
F – Read: coordination and subordination *EW 22*
   consistency and completeness *EW21*

Week 9 (Oct. 16 – 20)
M – Read: Vidal’s "Drugs," *BR* 454-458
   Shifts *EW 24*
W – Read: Emphasis *EW 25*
   Variety *EW27*
F – Write Essay 3 (on Vidal's "Drugs") in class

Week 10 (Oct. 23 – 27)
M – Read: "Integrating Sources and Avoiding Plagiarism" *EW 19*
   Begin Essay 4 (assignment will be distributed on WebCT)
W – Read: "MLA style" *EW 52* and 54
F – Read: quotation marks *EW 46*

Week 11 (Oct. 30 – Nov. 3)
M – Read: Ehrenreich’s "The Roots of War" *BR* 609-614
W – Read: Daum’s "Safe-Sex Lies" *BR* 459-465
F – Essay 4 due

Week 12 (Nov. 6 – 10)
M – Read: Brott’s "Not All Men are Sly Foxes," *BR* 348-352
   Mairs’ "Disability" 13-15
   Begin Essay 5 (assignment will be distributed on WebCT)
W – Read: Khan’s “Close Encounters with U.S. Immigration,” *BR* 570-574
   Staples’ "Black Men and Public Space" 205-211
F – Holiday – Veteran’s Day
Week 13 (Nov. 13 – 17)
M – Read:  Naylor's "The Meaning of a Word" 486-491
        Rodriguez's "Aria" BR 665-668
W – Read: Tan's "Fish Cheeks" 94-98
F – Read: Leong's "Being a Chink" 492-549

Week 14 (Nov. 20 – 24)
M – Read: Narration BR 75-87
        Lynda Barry's "The Sanctuary of School" (handout)
        Essay 5 due
W – Read: Cohen's "Grade A: The Market for a Yale Woman's Eggs" BR 114-121
        Description BR 135-143
        "Doing Research," EW (17a-17e)
        Begin Essay 6, which will combine personal narrative, research and argumentation (assignment will be distributed on WebCT)
F – Holiday - Thanksgiving

Week 15 (Nov. 27 – Dec. 1)
M – Read: Orwell's "Shooting an Elephant" BR 645-654
        Cisneros' "Only Daughter" BR 596
W – Read: Staples' "Black Men and Public Space" BR 205-211
F – Read: Alexie's "Indian Education" BR 105-113
        Continue work on Essay 6

Week 16 (Dec. 4 – 8)
M – Essay 6 due
W – Review for final exam
F – Review for final exam

Final Exam – Dec. 13, 10:30 am – 12:30 pm