

Course Syllabus—English B50—Introduction to College Composition

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Required Textbooks:	Required Supplies:
<p>IMPORTANT:</p> <ul style="list-style-type: none"> ❖ Textbooks are required by the second class meeting. ❖ E-books are permitted for this course. Textbooks are not on reserve. <ol style="list-style-type: none"> 1. Hacker, Diana and Nancy Sommers. <i>A Pocket Style Manual</i>, 7th ed. with 2016 MLA Update. Bedford/St. Martin’s, 2015. 2. Rosa, Alfred and Paul Eschholz. <i>Models for Writers: Short Essays for Composition</i>, 12th ed. Bedford/St. Martin’s, 2015. 3. Weir, Andy. <i>The Martian</i>. Broadway Books, 2014. 	<ul style="list-style-type: none"> ✓ Required textbooks ✓ One-inch, three-ring binder for your course materials and assignments. ✓ 5-Cut Dividers for your binder to organize your materials and assignments. ✓ Internet access ✓ White, ruled, loose-leaf notebook paper ✓ Stapler and staples ✓ Extra ink or toner cartridge for your personal printers ✓ Funds for printing and/or photocopying research sources on campus

IMPORTANT:

1. Students created a Bakersfield College email account at registration. Each student must check this account regularly as it is the primary means to communicate with students on or off campus.
2. All students (wait listed and registered) must attend the first four (4) class meetings and successfully complete all assignments. ***Any student missing one of the first four class meetings or failing to accurately complete the assignments may be dropped from the course.***
3. **READ Disclaimer:** The readings and video presentations (if any) in this class often deal with adult themes, so a certain level of maturity and tolerance is required from every student. We may encounter violent and/or sexually explicit material and/or profane language, as well as writings that pose difficult questions about religious or political beliefs. If reading about or discussing these topics makes you uncomfortable or upset, I suggest you consider enrolling in another course. Your continued enrollment in this class after reading this disclaimer implies your willingness to read and respond to all classroom assignments (and the opinions of your classmates) in a mature and thoughtful manner.
4. **Students with disabilities** who believe they may need accommodations in this class are encouraged to contact Disabled Student Programs and Services in the Student Services Building, 1st Floor, Counseling Center (661-395-4334), as soon as possible to ensure that such accommodations are implemented in a timely manner.
5. **Student Handbook:** For matters of student conduct, refer to your *Student Handbook* for causes for suspension from class.
6. **BC Catalog:** For matters of attendance, drop policies, withdrawing from classes, etc., refer to the *Bakersfield College Catalog*.

Attendance Policies

- You may be dropped when absences reach the equivalent of 2 weeks of instruction. **For this course, you may be dropped on the fourth absence.**
- **Tardiness:** Tardiness is both rude and disruptive to the class and to the instructor. However, should you be tardy . . .
 1. ***It is your responsibility to see me immediately after the class in which you were tardy and request that your absence be changed to a tardy. Failure to notify me as instructed means the absence remains and counts against those allowed.***
 2. Every two (2) times you are late, you may be charged with one absence.
 3. Those who are ten (10) or more minutes late, or who leave ten (10) or more minutes early may be charged with an absence.
 4. Students who are late to class may not participate in class work or tests begun prior to their arrival. As a result, tardy students will earn a zero for participation and test grades.

Course Requirements:

- Remember, this is a writing and reading intensive course. You should figure on spending a minimum two hours doing homework for every hour spent in class; therefore, budget on at **least 8-10 hours outside of class for every week of class**. Some weeks may require more, some less. Therefore, budget your time wisely. Always be aware of the assignments coming due and allow sufficient time to complete the work well. Keep in mind that **reading assignments are homework** and need to be budgeted into your schedules.
- **Emails:** I welcome your emails and your questions. However, there is certain etiquette you must follow when writing to any professor. Be polite. Include a salutation, a message, and a closing with your full name. Use complete sentences with appropriate capitalization and punctuation (no text-speak). In addition, **emails to me must include the student's last name and the course name in the subject line. Unidentified emails are deleted unread.**
 - **Example:** Stanwyck (B50)
- **Eligibility for passing:** To be eligible to pass this course, all parts of the following criteria must be met:
 1. Successfully **complete all** writing assignments.
 2. Successfully **complete all** parts of the synthesis paper process.
 3. Successfully **complete all** presentations.
 4. Attend class regularly and miss no more than **3 class** sessions. (You may be dropped on the 4th absence.)
- **Library Workshops**
 - Part of your out of class responsibilities is to attend the library workshop “Finding Periodical Articles Online.” This workshop is 55 minutes long and are offered at a variety of times and dates throughout the weeks. The workshops are held in L217 (second floor of Library). You can find a link to the workshop schedule on the library home page under Improve Your Research Skills. Attendance of the workshop will result in the replacement of one unsatisfactory or missing homework assignment grade. This offer **does not apply to writing assignments**, such as essays.
- **Turnitin.com**
 - Each of you will have a turnitin.com account set-up. All of your writing assignments will be submitted to turnitin, and you will submit a print copy to me
- **Assignments:**
 - All assignments **must be typed** unless otherwise directed.
 - All assignments must use Times New Roman (12).
 - All essays and reading responses must use correct MLA format.
 - Multiple page assignments **must be stapled**, with one staple, in the upper left-hand corner, before submission. **Note:** I do not provide the stapler or the staples.
 - Missed in-class work and quizzes cannot be made-up.
 - To receive credit, revisions or rewrites must be submitted with the previously graded assignment.
 - Photocopies and/or printouts of all research materials are to be submitted with each research assignment.
 - All research material will be academic and from the BC College library.
 - Abstracts, reviews, and commercial websites are not acceptable for papers in this class.
- **Final Synthesis Essay**
 - Your final synthesis essay is a mini research paper. You will be writing a number of essays on a variety of topics. Your synthesis essay will take one of those essays and expand on it by conducting further research on the topic and integrating your research with your original work
- **Vocabulary Building**
 - Merriam-Webster Word of the Day (<http://www.merriam-webster.com/word-of-the-day>).
 - We can all use help building our vocabulary and learning where words have come from. The Merriam-Webster Word of the Day is a free downloadable application that you can have on your phone, tablet, or computer. You can even have the word of the day emailed to you each day.
 - Monday-Thursday you will need to know the word of the day, the definition, the part of speech, and be able to effectively use the word in your writing. You may periodically be tested on the word, so be prepared.

- **Course Portfolio:**
 - A portfolio is a wonderful way for you to take control of your learning by making you an active participant in the process. In addition, a portfolio allows you the opportunity to conduct self-evaluation, to look closely at what you've done throughout the semester, and to determine those areas you feel you were strong in and those you feel need more attention.
 - A portfolio requires you to continually assess your performance and the steps you have taken to improve where needed. What did **you** do to improve your performance? Did you see your professor, see a tutor, visit the writing center, allow yourself additional time to complete assignments?
 - Organize and keep all of your assignments for the semester.
 - Your Portfolio should be divided into the following five sections: (1) Class Handouts; (2) Writing Assignments; (3) Reading Responses; (4) MLA, Mechanics, and Quizzes; and (5) Word of the Day.
 - At the end of the course, you will write an assessment of your performance in each of these areas.

Class Schedule, Late Work, Class preparation, and Terminology:

- **Attention to Detail:**
 - English B50 is a very detail oriented course that requires strict adherence to instructions, formatting, and guidelines. The course is writing intensive, but will reward diligent students.
- **Plagiarism Definition:** Plagiarism is defined as the act of using the ideas or work of another person or persons as if they were one's own, without giving credit to the source. Such an act is not plagiarism if it is ascertained that the ideas were arrived at through independent reasoning or logic or where the thought or idea is common knowledge" (BC Catalog 2014-15, 33).
 - Any student who plagiarizes any part of an essay or assignment will receive a zero for the assignment. Any student who plagiarizes any part of his/her final paper will receive a zero for the paper and will fail the course.
- **Due Dates:**
 - Check the on-line schedule for the major due dates. Other due dates will be announced in class when the assignments are made and posted on the webpage.
 - Absence of any kind does not extend due dates for assignments, and late penalties will apply.
- **Class Preparation:** Bring your books to every class. Failure to come to class prepared will result in a zero for the day.
- **Late Work:**
 - **Late Coupons:** The coupons will allow you to turn in four assignments up to two class periods late without penalties. For example, if the assignment is due on Monday, you have until the beginning of class time on Wednesday to submit the assignment with a coupon. I will not accept any late work without a coupon.
Some Restrictions Apply: Coupons may not be used on the following:
 - Assignments due the first 4 class periods.
 - Synthesis Essay assignments.
 - Final synthesis essay.
 - **Late Definition:** Late means any assignment received after I've collected the work. I typically collect work at the beginning of class. **IMPORTANT:** If a student is late to class, arriving after I've collected the assignments, the student's assignment is late and requires a late coupon.
- **Class Schedule:** The class schedule is a working schedule; therefore, *it is subject to frequent revision*. Changes will be announced in class and posted on the webpage.
 - **"Due"** means the assignment will be collected at the beginning of class on the date indicated.
 - **"Read"** means that you *will have read* the assigned material, completed any required written responses, and are prepared to discuss the material during class. Failure to be adequately prepared will result in a zero for the day.
 - **"In-Class"** indicates the tentative schedule for that day's activities.

English B50

- **Course Description:** Emphasizes the writing of expository and argumentative essays and the comprehension and analysis of readings.
- **Student Learning Outcomes (SLO's):** At the successful completion of English B50, the Student will be able to perform the following:
 - Read and think critically about at least 1 book-length work in addition to selected readings.
 - Evaluate and establish the credibility of an author's work.
 - Demonstrate the legitimate use of credible sources by
 - Summarizing and paraphrasing sources.
 - Synthesizing multiple sources
 - Avoiding plagiarism.
 - Write papers that
 - Demonstrate the use of expository and argumentative or persuasive forms of writing
 - Demonstrate correct MLA form and citation
 - Show evidence of drafting, editing, and revision to reflect an academic style and tone.
 - Use a variety of sentence patterns appropriately and correctly.
 - Use the standard conventions of written English: spelling, punctuation, and capitalization.

English B50 Grade Breakdown:

Assignment and Grade Distribution	% of Grade
IMPORTANT: Required means assignments that must be completed in order to be eligible to pass the course. <i>A zero for any required assignment means the student is in no longer eligible to pass the course.</i> (See Eligibility for Passing, page 2).	
Required Writing Assignments: Summaries, essays, etc.	40
Reading Responses	15
Required Synthesis Paper --Minimum of 4 pages, including the works cited page. --Minimum of 3 academic sources --outline, draft, conference, peer review, oral presentation	35
Misc.: Tests, classwork, participation, exercises, presentations, etc.	10