



Eastfield College

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

Eastfield College Arts and Communications Division

Fall 2017

Dual Credit English III

ENGL1301.41320 (2A)

3 Credit Hours

Instructor: Rhonda Butaineh

Room: A15 Mesquite High School

Date/Times: M-F 10:20 – 11:50

Contact Information:

Office: A15

Phone: 972-882-7800

Email address: RhondaButaineh@dccd.edu (preferred method of communication)

Hours Available: by appointment only

Textbooks and Other Course Materials:

Lunsford, Andrea A., John J. Ruskiewicz, and Keith Walters. *Everything's an Argument: With Readings*. 6th ed. Boston: Bedford/St. Martin's, 2013.

Additional required readings will be made accessible via eCampus.

Suggested materials: Binder, composition notebook/spiral/, pens, flash drive, highlighters

Course Description:

2015 Core Curriculum Foundational Component Area: 010 Communications Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively with an emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis. (3 Lec.) **Coordinating Board Academic Approval Number 23.1301.51 12**

Student Learning Outcomes

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Develop ideas with appropriate support and attribution.
3. Write in a style appropriate to audience and purpose.
4. Read, reflect, and respond critically to a variety of texts.
5. Use Edited American English in academic essays.

Core Objectives: ENGL 1301 develops the following Core Objectives:

- **Critical Thinking** - to include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.
- **Communication** - to include effective development, interpretation, and expression of idea through written, oral, and visual communication.
- **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.

Core Objective Development Statements:

- ENGL 1301 develops **Critical Thinking** by requiring students to analyze a variety of texts in terms of audience, purpose and style. This analysis serves as the basis for written responses that require the justification of ideas through support and attribution.
- ENGL 1301 develops **Communication** by requiring students to respond to a variety of texts in the form of revised and edited academic essays.
- ENGL 1301 develops **Teamwork** by requiring students to engage in collaborative writing and editing processes such as peer review.
- ENGL 1301 develops **Personal Responsibility** by teaching students the ethical and accurate use of research through proper citation and documentation.

DCCCD Core Curriculum Intellectual Competencies:

- 1) Reading: the ability to analyze and interpret a variety of printed materials—books, documents, and articles—above the 12th grade level
- 2) Writing: the ability to produce clear, correct, and coherent prose adapted top purpose, occasion, and audience—above the 12th grade level.
- 3) Speaking: the ability to communicate orally in clear, coherent, and persuasive language appropriate to purpose, occasion, and audience — above the 12th grade level
- 4) Listening: the ability to analyze and interpret various forms of spoken communication, possess sufficient literacy skills of writing and reading— above the 12th grade level
- 5) Critical Thinking: the ability to think and analyze at a critical level
- 6) Computer literacy: the ability to understand our technological society and to use computer- based technology in communication, problem-solving, and acquiring information.

ACADEMIC HONESTY & PLAGIARISM—English Departmental Policy

Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct *published in the DCCCD Catalog at* <http://www1.dcccd.edu/cat0506/ss/code.cfm>

Academic dishonesty includes, but is not limited to, cheating on tests, plagiarism and collusion. *Cheating* includes copying from another student’s test or homework paper, using materials not authorized, collaborating with or seeking aid from another student during a test, knowingly using, buying, selling, stealing, or soliciting the contents of an un-administered test, and substituting for another person to take a test. *Plagiarism* is the appropriating, buying, receiving as a gift, or obtaining by any means another’s work and the unacknowledged submission or incorporation of it in one’s own written work. *Collusion* is the unauthorized collaboration with another person in preparing written work for fulfillment of course requirements.

Academic dishonesty is a serious offense in college. You can be given a failing grade on an assignment or test, can be failed for the class, or you can even be suspended from college. In any written paper, you are guilty of the academic offense known as plagiarism if you partially or entirely copy the author’s sentences or words without quotation marks. For such an offense, a student will receive a **zero** on the assignment and could even receive an **F** for the course. You cannot mix the author’s words with your own or “plug” your synonyms into the author’s sentence structure. To prevent unintentional borrowing, resist the temptation to look at the source as you write, unless you are using a direct quote. The author’s words, phrases, sentences must be put in your

words, in your way of writing. When you do this, you are demonstrating the ability of understanding and comprehension.

Please be advised that academic dishonesty and plagiarism are serious issues that may result in serious consequences. Students should be aware that they are responsible for their behavior concerning these issues. This class will adhere to the student's "Responsibility" as detailed in the DCCCD district-wide statement and the Eastfield College Student Code of Conduct explained in the Eastfield College and district catalogs or on-line at the district website (<https://www1dccc.edu/cat0608/ss/code.cfm>).

Consequences for Academic Dishonesty and/or Plagiarism: Any student in this English class found guilty of cheating on an examination or of Plagiarism (using the definitions given for both terms in the attached document) will receive **one** or more of the following penalties:

- o The grade of **zero (0)** on that particular assignment.
- o A course grade of **F** (depending on the severity of the student's dishonesty or plagiarism).
- o The professor may request that the student drop the class.

Attendance Policy: Students are expected to check the syllabus, the course materials and announcements on eCampus regularly. Keeping track of upcoming due dates is the student's responsibility, and so is time management. Students who fail to log by the Certification Date will be certified as "never attended."

Assignment Submission Policy: All essays must be submitted on eCampus in MS Word file format as a single file. All Eastfield students can receive this software for free. Here is a link that will guide you through this process:

<http://www.eastfieldcollege.edu/pressroom/news/free-microsoft.asp>. Otherwise, you can save and submit your essays as .rtf files. Most word processing programs allow that option. **PLEASE DO NOT E-MAIL**

ASSIGNMENTS TO ME: everything must go through eCampus (SafeAssign), and I will not accept e-mail submissions. You will be responsible for reading all material listed on this syllabus and posted to eCampus, participating in class, and completing all assignments.

Late Work Policy: All work is due at the stated date and time on the syllabus. Technological problems (computer, Internet, printer, ink, paper, etc.) do not excuse you from due dates. There are computers on campus, in public libraries, and at work, so if you save and back up your work often, you will be able to finish it on time. The only exception would be a documented eCampus malfunction. Acceptable documentation includes photographs of error messages and copies of e-mail communication with Technical Support. However, because I understand that emergencies arise, I will permit you **one extension** for the semester. In order to use this one excuse, you must contact me by email **before** the assignment's due date/time. The assignment will then be **due within 48 hours** – no questions asked. If you fail to submit this assignment within 48 hours, you will receive a zero. Again, this is a **one-time emergency excuse**. Please, save it for a true emergency.

INSTITUTIONAL POLICIES

Click here for Eastfield College's institutional policies:

<https://www.eastfieldcollege.edu/au/fastfacts/legal/pages/policies-for-syllabi.aspx>

DROP / WITHDRAWAL POLICY AND SEMESTER DROP DATE

If you are unable to complete this course, it is your responsibility to withdraw. Withdrawing is a formal procedure which you must initiate; your instructor cannot do it for you. You must withdraw through the Admissions/Registrar's Office (C119) in person or by mail by **November 9**. You may also withdraw through eConnect. Failure to withdraw before the deadline will result in receiving a performance grade, usually a grade of "F." You will receive a "W" ("Withdraw") in each class dropped. A "W" shows up on your transcript BUT does not hurt your GPA.

CERTIFICATION POLICY AND CERTIFICATION DATE

You must attend and participate in your on-campus or online course(s) in order to receive federal financial aid. Your instructor is required by law to validate your attendance in your on-campus or online course in order for you to receive financial aid. You must participate in an academic related activity pertaining to the course

but not limited to the following examples: initiating contact with your instructor to ask a question about the academic subject studied in the course; submitting an academic assignment; taking an exam; completing an interactive video; participating in computer-assisted instruction; attending a study group assigned by the instructor; or participating in an online discussion board about academic matters relating to the course. In an online course, simply logging in is not sufficient by itself to demonstrate academic attendance. You must demonstrate that you are participating in your online class and are engaged in an academically related activity such as in the examples described above. Failure to do so will prevent you from being certified and will affect your financial aid. The certification date for this course is **September 9**.

ACADEMIC HONESTY POLICY/CODE OF CONDUCT

Academic honesty is expected, and integrity is valued in the Dallas County Community College District. Scholastic dishonesty is a violation of the Code of Student Conduct. Scholastic dishonesty includes, but is not limited to, cheating on a test, plagiarism, and collusion. As a college student, you are considered a responsible adult. Your enrollment indicates acceptance of the DCCCD Code of Student Conduct published in the DCCCD Catalog. More information is available at <https://www1.dcccd.edu/cat0406/ss/code.cfm>. In this course, violators of the Academic Honesty Policy will receive an "F" for the work done under academic dishonesty **and cannot be made up**.

PRINTING ON CAMPUS

Printing in the Computer Lab (L108), Library, and Learning Assistance Center (LAC) will cost 10 cents a page. You must bring a one, five, ten, or twenty dollar bill to the lab to create a print account **before** you can print. No change is made in the lab. Once the money is in the bill acceptor, it cannot be retrieved. No cash refunds are possible. An account stays active (and therefore, you can print) as long as the account has value (that is, has money in it).

STUDENT E-MAIL:

Legal privacy issues prevent your instructor from discussing your work or your grades on commercial e-mail accounts. If you wish to send assignments/drafts as attachments to an e-mail (and the instructor permits it), or if you have a question about your grade, you must open a student e-mail account. The account is free. You may set it up by going to <http://www.dcccd.edu/MsOffice>. All communication should be conducted through your official student email account.

OBTAINING GRADES AT THE END OF THE SEMESTER

Grade reports are no longer mailed. Convenient access is available online or by telephone. Just use your student identification number when you log in to e-Connect or call DCCCD Touch Tone Services. Web site address: <http://econnect.dcccd.edu/>. Telephone number: 972-613-1818.

DISCLAIMER RESERVING RIGHT TO CHANGE SYLLABUS/COURSE SCHEDULE

The instructor reserves the right to amend this syllabus as necessary.

Course Evaluation

Course Component	%Percentage
Journals and discussion boards	20%
Daily assignments, homework, quizzes	20%
Six Week Exam (Reading Responses)	20%
Essay One	20%
Project or Essay Two	20%

Written assignments will be graded on focus, clarity, grammar, syntax, mechanics, spelling, organization, and MLA format

Grade Scale: A 90-100 B 80-89 C 70-79 D 60-69 F 0-59

Course Outline Note: The following schedule is tentative. I may need to adjust our readings if we decide to spend more or less time on a particular topic. Changes to the course calendar will be posted to eCampus; therefore, check the course page regularly. Unless otherwise stated, **all journals (J), discussion boards (DB), quizzes, and essays must be completed by MIDNIGHT CST OF DUE DATE. Daily assignments and readings (DA) and Reading Responses (RR) are due at the class start time.**

Weeks 1-6 (August 28 – October 6)

Major Works: *The Narrative in the Life of Frederick Douglass*

Essays: Visual Analysis Essay and Definition Essay

Census: September 9

Weeks 7 - 11 (October 10 – November 10)

Major Works: *The Crucible*

Essays: Compare and contrast and timed essay

Last day to withdraw with a W: November 9

Weeks 12 - 17 (November 13- December 20)

Major Works: non-fiction

Essays: Causal argument and research

*****Note: All **final** drafts must be submitted through Safe Assign by the due date and time.