

West Los Angeles College
ENGLISH 101 section 0985 – College Reading and Composition – 3 UNITS
Spring 2014: Feb. 10th - June 9th
Mondays and Wednesdays 11:10 a.m. - 12:35 p.m.

West Los Angeles College provides a transformative educational experience. West fosters a diverse learning community dedicated to student success. Through quality instruction and supportive services, the College develops leaders who encourage excellence in others. A West education enriches students with the knowledge and skills needed to earn certificates and degrees, to transfer, to build careers, and to pursue lifelong learning.

Course Information: ENGLISH 101 0985 – College Reading and Composition I

PREREQUISITE: Completion of English 28 or ESL 8 with a grade of 'C' or better or appropriate placement level demonstrated through the English assessment process.

Instructor: S. Herdzina

Office Location: GC 280Q

Office Hours: Mondays 12:40 p.m.-1:15 p.m.

Instructor Email: herdzis@wlaac.edu

Course Website Login: <http://myetudes.org/portal>

West L.A. College Website: <http://www.wlaac.edu>

Catalog Description: English 101 is the composition course that transfers to four-year colleges and universities. Accordingly, the assignments in essay writing, rhetorical analysis and critical reading are rigorous. This course teaches students to write college-level essays in response to reading and analyzing college-level texts.

Course Student Learning Objectives:

1. Recognize and revise sentence-level grammar and usage errors.
2. Read and apply critical-thinking skills to numerous published articles and to college-level, book-length works for the purpose of writing and discussion.
3. Apply appropriate strategies in the writing process including prewriting, composing, revising, and editing techniques.
4. Compose multi-paragraph, thesis-driven essays with logical and appropriate supporting ideas, and with unity and coherence.
5. Demonstrate ability to locate and utilize a variety of academic databases, peer-reviewed journals, and scholarly websites.
6. Utilize MLA guidelines to format essays, cite sources in the texts of essays, and compile Works Cited lists.

Course Student Learning Outcome: At the end of the course, the successful student will be able to argue a point and support it (in writing) using extensive evidence from outside sources.

As a result of successfully completing of English 101, you will strengthen the following **West Los Angeles**

College Institutional Learning Outcomes:

- A. Critical thinking: Analyze problems by differentiating fact from opinions, using evidence, and using sound reasoning to specify multiple solutions and their consequences.
- B. Communication: Effectively communicate thought in a well-organized manner to persuade, inform, and convey ideas in academic, work, and family setting.

You will also attain the following **English Program Outcomes:**

1. Read effectively for gathering information, for meaning, cultural understanding and enjoyment.
2. Write effectively, using the conventions of standard English, a clear focus, appropriate support/evidence and logical organization.
3. Begin to collect and organize research data, using credible sources to write a convincing/persuasive document.

Required Texts:

1. Course website: login at <https://myetudes.org/portal>
2. *The Absolutely True Diary of a Part-Time Indian* by Sherman Alexie – ISBN:9780316013697
3. *Genocide of the Mind: New Native American Writing* edited by MariJo Moore – ISBN:9781560255116
4. *Rising Voices: Writings of Young Native Americans* edited by Arlene Hirschfelder and Beverly Singer – ISBN:9780804111676

Instructional Methods: This course is taught using a variety of instructional methods include lecture, class discussion, small group work, project creation, electronic discussion, and group presentations.

Student Responsibilities

Participation

Homework

Online Quizzes

Online discussions

Projects

Group work

In-Class Essay Exams

Peer Review

Course Website: I have requested a website to accompany our face-to-face class. The website will be “up” toward the end of the first week or beginning of the second. We will go over instructions in class for logging in and using it; you need a reliable email account that you will “link” to the course website. Our course website will be through ETUDES and is found at <https://myetudes.org/portal>. Logging into the website is MANDATORY as many of our course materials will be accessed online instead of through an expensive textbook. Also, reading quizzes can only be taken online at the course website (before class)!

Grades

Passing: A = 900-1000 points B = 800-899 points C = 700-799 points

Not passing: D = 600-699 points F = 599 points or less

Grading Methods and Scale: Notice: the majority of your grade comes from Essay assignments and tests.

There are other writing and critical thinking assignments as well.

See syllabus supplement for Grading Rubrics.

Grade Tracker:

	TRACK YOUR GRADES				
Assignment:		Due Date:	% of Final Grade	Points Possible:	Points Earned
Weeks 1 & 2 Assignments			2.5%	25	
Essay 1			7.5%	75	
Timed Essay 2			10%	100	
Essay 3			7.5%	75	
Essay 4			15%	150	
Midterm Writing Exam			7.5%	75	
Final Writing Exam			10%	100	
Reading Reflection Mini-Essays (20 pts. each)			10%	100	
Quiz Average			10%	100	
Group Project			10%	100	
Discussion Questions (10 pts./week)			10%	100	
Peer Review Work			5%	50	
MiniDebate			5%	50	
Total			100%	1000	

A Note about the GradeBook in ETUDES: You have to use the Gradebook AND the grade chart from the syllabus to calculate your grade in the course. That is what I do when I calculate grades, which I do at the end of the semester. You are welcome to do so before then! (By the way, there is no way to make the ETUDES Gradebook 'match' the grade chart from the syllabus because it will not allow for the averaging of quiz grades or other grades. That is why there will be more than 1000 points in the ETUDES Gradebook.)

Extra Credit: On principle, I do not believe in extra credit, but I encourage you to earn the following:

Perfect attendance (no tardies, no absences – so hard!):	15 points
Not using the Late Work Pass:	5 points
Not using the Free Quiz Pass:	5 points

Grading Methods and Scale: The majority of points in your grade come from your writing assignments (paragraphs and essays) and the exams you take. Failing to complete these assignments or exams or consistent failure on these assignments/exams cannot lead to success in the course. In order to pass this course, you must come to class AND do *all* of the work. Essays and exams will be graded according to the rubric attached to the syllabus. You may use the Late Work Pass on one major writing assignment (a paragraph or essay assignment only) to have a no-penalty, one-week grace period to turn the assignment in.

While the majority of points come from essays and exams, significant points also come from the group project, homework, and quizzes. Homework from our textbook will be collected at least 4 times during the semester. Keep up because it is easy to get behind, and trying to do ten chapters the night before a collection will be very difficult. Homework is graded based on completeness, not correctness. Quizzes are online and scores will be averaged over the course of the semester; you can see your score immediately after taking the quiz unless there are short answer/essay questions. You may use the Free Quiz Pass once to have a missed quiz or bad quiz dropped from your average. You must turn in the Free Quiz Pass no more than 24 hours after the missed/bad quiz. One or two of your quiz scores may come from your participation. These cannot be made up with the Free Quiz Pass.

Grade Conferences: I am willing to have a conference in which we discuss your grade, but I never know your exact grade at any given moment. In order to discuss your grade, please do not ask me: “How I am doing right now in this class?” This is something you should have a better idea of than me! Using the grade chart and info on the syllabus as well as the GradeBook area of the course site should help you determine your exact grade right now, but more importantly, how many total points you are MISSING from our course total of 1000. If you are missing more than 300 points (from wherever -- assignments, discussions, reflections, quiz avg., tests, etc.), you can no longer pass.

(To find your “missing” points: Add the total point possible to be earned so far, and then add up how many points you have actually earned. Subtract your total earned from the total points possible; the number you get will be a whole number. Again, if you are missing more than 300 points, you can no longer pass the course.

(To find your “current” grade: Add up the total points you have earned and divide that number by the total points possible you could have earned; the number you get will be a decimal. If you move the decimal over two places, you’ll see your current percentage.)

I will not hold any grade conferences after Week 12 is over.

Attendance and/or Due Date Exceptions: Many WLAC students work 40 hours a week. We all have personal responsibilities: bodies that get sick, cars and computers/printers that break down, loved ones that get sick and (heaven forbid) die. Some people have spouses, families, and/or children to attend to. This is a given. Because

of all of these responsibilities, managing time and planning ahead are essential skills to learn in order to succeed in this class and in school. We all go through tough times, myself included, which is why I can sympathize with your troubles. But I cannot and will not make exceptions. It is my job to be fair, and it's only fair that someone who does all the work and shows up for class every day gets more credit than someone who does all the work but misses two classes a week or turns everything in late. The grade you get is the grade you earn, regardless of difficulties. If your life circumstances become too overwhelming, withdraw and take the course at a better time.

I do not accept late work or late quizzes.

Free Quiz Pass: If you miss a quiz, you can use the one-time-only Free Quiz Pass, but you must turn it in within 24 hours of the due date/time of the missed quiz! Log on to the course website and in the Assignments area, click on the Free Quiz Pass; then, fill in the details and submit.

Late Work Pass: If you are having trouble completing the final draft of one essay assignment, you can use the one-time-only Late Work Pass, which extends the due date of one final draft up to a week. Hand in your "late" assignment with the pass during this grace period. You must turn in the Late Pass to the Assignments area within 24 hours of uploading your essay to Turnitin.com! Log on to the course website, and in the Assignments area click on the Late Work Pass; then, fill in the details and submit.

*Note: You may not use the Late Work Pass for homework collections, group projects, prewrites, outlines, rough drafts, peer reviews, reading journals, presentations, debates, etc. The Late Work pass is **ONLY** intended for use on the final draft of Essay 1, Essay 2, or Essay 3.*

TurnItIn.com: Turnitin.com is a good deterrent against plagiarism, and it's also very easy for students to use. Every essay (except the in-class essays) must be uploaded to TurnItIn.com by the due date and time. No exceptions—electronic submissions are time-stamped. It is also possible to scan, upload, and submit traditional paper submissions to Turnitin.com for plagiarism checking. Instructions about using Turnitin.com will be given in class.

Mandatory Library Visit: In order to acquaint or reacquaint students with on-campus resources available, the class will take a trip to the Heldman Learning Center and Library for orientation and exploration. The library visit is mandatory and must be made up if missed. The research and methods detailed by the librarians is valuable and necessary for the Group Research Project and essay assignments. The library's website can be found at <http://www.wlac.edu/library/index.html>.

Attendance and Tardy Policy: Students are expected to attend all classes for which they are registered, to be prompt and to remain in class/lab for the entire time. Students who are unable to attend class regularly, regardless of the reason or circumstance, should withdraw from the class. Instructors may drop a student from a class whenever a student is absent more hours than the number of hours the class meets per week. Withdrawal from class can affect eligibility for federal financial aid.

You can miss up to four days of class; once you miss your fifth class, you may be dropped. Also, please note: 3 tardy arrivals = 1 absence.

Attendance and/or Due Date Exceptions: Many WLAC students work 40 hours a week. We all have personal responsibilities: bodies that get sick, cars and computers/printers that break down, loved ones that get sick and (heaven forbid) die. Some people have spouses, families, and/or children to attend to. This is a given. Because of all of

these

responsibilities, managing time and planning ahead are essential skills to learn in order to succeed in this class and in school.

We all go through tough times, myself included, which is why I can sympathize with your troubles. But I cannot and will not make exceptions. It is my job to be fair, and it's only fair that someone who does all the work and shows up for class every day gets more credit than someone who does all the work but misses two classes a week or turns everything in late. The grade you get is the grade you earn, regardless of difficulties. If your life circumstances become too overwhelming, withdraw and take the course at a better time.

Dropping a Class: According to college policy, you will be excluded for excessive absences or for not following the Standards of Student Conduct (printed in the Schedule of Classes). If you drop the course, be sure to do so at the Admissions and Business Offices and keep your receipt. Students wanting to drop a class should drop online at www.wlac.edu; click "For Students," then "Student Information System." Students who stop attending class are responsible for withdrawing from the class to prevent being issued a failing "F" grade in the class. Pay attention to drop dates in the Schedule of Classes. The last day to drop for this class with no fee owed is Friday, February 21, 2014. The last day to drop without a "W" is Friday, February 21, 2014. The last day to drop with a "W" is Friday, May 9th, 2014.

CLASSROOM GUIDELINES

- Respond vocally to attendance call; sign "Tardy" sheet if arriving late.
- Turn off all cell phones and pagers; do not check/send text messages. Cell phones and any earpieces should be silent and put away during the entire class time. If you have to make/answer an emergency call, please step out of the classroom. Your device should be placed on vibrate and should never be visible during class time.
- Laptop computers cannot be open/used during class unless we are having a pre-specified group workday
- Demonstrate respect and have an open mind when speaking and/or listening to peers.
- Have all materials, texts (books), pen, and paper during all classes.
- Do all required work/reading before class. Remember, I will review and occasionally outline the material from the textbook in class, and I will of course answer questions, but most of our class time will spent applying the information from the textbook to our own writing and to our analysis of other sources.

Please Note:

- It is your responsibility to find out from a classmate what you missed if you are absent or late.
- Consult partner/peer for missed information and class notes.
- Check the course website for possible updates.

Cell Phones and Laptops: Cell phones must be on silent or vibrate as a courtesy to your classmates and your professor. It is not acceptable to take phone calls or text in class. If you have to answer an emergency phone call, please step out of the classroom. You may not use laptops during class unless it is a pre-specified group work day. Our class does not require intensive note-taking. Laptops are usually a distraction to participating in class.

Electronic Mail: E-mail is the official method of communicating with you. Every WLAC student has an e-mail address.

Check your Student.LACCD@Edu account daily/weekly. To access your account visit www.wlac.edu, and click on the

Student Email button. To log in use your student ID # and your birthday and month. Your Student.LACCD@Edu email can be forwarded to any other personal email account.

You must have a WLAC email account or other reliable email account. You need to check your email regularly for class communication; it is the only way I have of communicating with the class as a whole (when I send the class an email). If you don't check it regularly, you might miss some very important and useful information; sometimes I email out tips or class cancellations! You will need to be able to view Microsoft Word 97-2003 documents or Adobe pdf files. Viewers for each are available free online.

Academic Integrity: Students are responsible for the honest completion and representation of their work, for the appropriate citation of sources, and for respect of others' academic endeavors. When there is evidence of cheating or plagiarism in classroom work, the instructor may assign a failing grade, "F," or zero points to the examination or assignment in which the alleged cheating or plagiarism occurred. Before a substandard grade is issued the instructor will provide the student with supporting documentation of the plagiarism or cheating charge. Instructors have the authority to use plagiarism detecting instruments such as "Turnitin" to detect academic dishonesty.

Forms of Behavior which Violate Academic Integrity

Cheating. Using any materials or devices or strategies which provide undue advantage on any exam, assignment, activity or other method of assessment for a course. This includes, but is not limited to, looking at another student's exam, using phones or other communication systems to text message during exams, taking pictures or images of exams, talking with others during exams, using Internet to find information, or any other system of inappropriate "help." Exams are to be measures of what YOU, as an individual, have learned.

Collaboration. Working together on projects, papers, exams or other forms of assessment which are to be completed individually.

Plagiarism. Taking anyone else's work as one's own. Presenting another's words, ideas, forms of expression, materials, or labor without proper citation, referencing, and declaration that this material originated outside the student's own work.

For assistance with classroom projects, papers and assignments, please visit the Learning Skills Center, HLRC

Standards of Student Conduct: The West LA College faculty, staff and administrators are dedicated to maintaining an optimal learning environment and will not tolerate any disruptive behavior in or outside of the classroom or any academic dishonesty. These standards apply to all students. Please check the WLAC Student Conduct code at: <http://www.wlac.edu/online/documents/StudentConduct.pdf>.

Disruptive, disrespectful, or obstructive behavior will be dealt with in accordance with the LACCD Standard of Student

conduct. Disciplinary action can be taken if student behavior interferes with instruction.

Warning—A verbal or written notice, given to the student by the instructor.

Removal by the Instructor—An instructor may remove a student from class for the day of the incident and the next class

meeting. During the period of removal, the student shall not return to the class from which he or she was removed

without the permission of the Vice President of Student Services.

Course Resources

On Campus Drop in Tutoring: Registered WLAC students can meet with a tutor at the Learning Resources

Center on the first floor of HLRC. Reservations are not required. The tutoring schedule (http://www.wlac.edu/library/documents/tutoring_schedule.pdf) shows the specific days and times that tutoring is available

for each subject area. Students may work with the tutors individually or in small groups. Information about all tutoring

offered is available in HLRC. Questions? Call 310.287.4404. Online Tutoring is available too! Check it out here:

<http://www.wlac.edu/online/tutoring.asp>

Writing Lab: Free advice is available to students writing papers for a variety of West Los Angeles classes, such as English, health, psychology, and art appreciation. We also help students with writing essays for scholarship and transfer applications. The lab does not proofread or edit papers, but it does provide guidance on organization and development of a paper as well as general overview of grammar. The Writing Lab, staffed by Susan Fong and a coterie of writing tutors, is located on the first floor of the Heldman Learning Resource Center. There is also a computer lab. For more detailed information, visit the website (http://www.wlac.edu/library/info/subject_tutoring.html) or call 310.287.4420.

Special Instruction Accommodations: If there are special accommodations that you require to be successful in this course, please discuss your situation with the professor. To receive accommodations for a special need or disability, students must register with the Office of the Disabled Student Programs and Services. Tape recording of lectures and discussions will not be permitted without the consent of the instructor.

DSPS (Disabled Students Programs and Services), SSB 320 or 310.287.4450

Disabled Student Programs and Services (DSPS) is designed to ensure that students with disabilities have equal access to all of the educational offerings at West Los Angeles College.

Counseling Center and/or Support Services Appointments, Student Service Building 350 (SSB 350)

Academic and Personal Counseling Call: 310.287.7242 Go to: <http://www.wlac.edu/counseling/counselor.html>

Classroom and Campus Cleanliness: Please help us keep the classroom and campus grounds clean. No food or beverages, except for water, is permitted inside instructional classrooms /labs. Please use the receptacles to dispose of trash. Also, as a reminder, smoking is not permitted in any classroom or other enclosed facility which any student is required to occupy.

Instructional Support and Monitoring: Monitor your academic progress online at www.wlac.edu click

“Counseling,

Assessment and Orientation,” then on the DegreeWorks icon, or visit the Counseling Office.

For instructional support and assistance with research projects, visit the Learning Skills Center and Library in HLRC.

HELP & OTHER QUESTIONS? Don't stay confused; please come see me and I will explain anything that you need to have explained. Come to my office hours or email me. You may also talk to me before or after class about setting up an appointment.

Syllabus Change Policy: This syllabus is a guide and every attempt is made to provide an accurate overview of

the course. However, circumstances and events may make it necessary for modification of the syllabus during the semester.

S. Herdzina's English 101 Schedule*

*Note: this is subject to change!

Rising Voices = *Rising Voices*, one of our textbooks

Genocide = *Genocide of the Mind*, another one of our textbooks

True Diary = *The Absolutely True Diary of a Part-Time Indian*, another one of our textbooks

Feb. 10/Feb. 12

Week 1—Self-awareness, learning habits, and our educational processes

Writing topics covered: learning styles and style-specific study guides; prewriting, and basic essay format

Work due: reading; survey and syllabus quiz; sign-up at Turnitin.com

Feb. 17 (no class - Presidents Day)/Feb. 19

Week 2 – Educational processes, race, and power

Writing topics covered: thesis statements, outlining, run-on/fused sentences and comma splices, and fragments

Work due: reading (website); reading quizzes; Discussion questions; Reflection assignment due at Turnitin.com

Feb. 24/Feb. 26

Week 3 – Race, power, and access

Writing topics covered: quoting, paraphrasing, and summarizing; rhetorical modes/methods of development; paragraphing; and coordination and subordination

Work due: reading (website); reading quizzes; Discussion questions; Reflection assignment due at Turnitin.com

Mar. 3/Mar. 5

Week 4 – Native American Youth Experiences

Writing topics covered: cohesion and unity; persuasion and argument; opposition; emphasis; and parallel structure

Work due: reading (*Rising Voices* and website); reading quizzes; Discussion questions; Essay 1 due at Turnitin.com

Mar. 10/Mar. 12

Week 5 – Modern Native Americans

Writing Topics covered: TBD

Work due: reading (*Rising Voices* and website); reading quizzes; Discussion questions

Mar. 17/Mar. 19

Week 6 – Native Americans: Myths vs. Realities

Writing Topics covered: TBD

Work due: reading (website and Textbook – Genocide); reading quizzes; Discussion questions; Reflection assignment due at Turnitin.com

Mar. 24/Mar. 26

Week 7 -- Native Americans and Cultural Connections

Writing Topics covered: TBD

Work due: reading (website and Textbook – Genocide); reading quizzes; Discussion questions; Essay 2 due at Turnitin.com

Mar. 31/Apr. 2

Week 8 -- no new reading

Midterm Exam: Apr. 2 during class!

Apr. 7/Apr. 9 -- Spring Break! (no class)

Apr. 14/Apr. 16

Week 9 -- Native Americans: Modern Concerns

Writing Topics covered: TBD

Work due: reading (website, True Diary, and Textbook – Genocide); reading quizzes; Discussion questions; Group Project due; presentations

Apr. 21/Apr. 23

Week 10 -- Native American Identities

Writing Topics covered: TBD

Work due: reading (website, True Diary, and Textbook – Genocide); reading quizzes; Discussion questions; Reflection assignment due; presentations

Apr. 28/Apr. 30

Week 11 -- Native Mascots

Writing Topics covered: TBD

Work due: reading (website, True Diary); reading quizzes; Discussion questions; Essay 3 due

May 5/May 7

Week 12 -- Native Mascot Debate

Writing Topics covered: TBD

Work due: reading (website); Debate work; Reflection assignment due

May 12/May 14

Week 13 -- Modern Native American Argument Issues

Writing Topics covered: TBD

Work due: reading (website); reading quizzes; Discussion questions; outline due

May 19/May 21

Week 14 -- Cross-Cultural Connections with Native Americans

Writing Topics covered: TBD

Work due: reading (website); Essay 4 work; Reflection assignment due

May 26 (no class -Memorial Day)/May 28

Week 15 -- Wrapping Up: Imagining a New Future

Writing Topics covered: TBD

Work due: reading (website); Essay 4 due

Jun. 9

Finals Week

Final Exam from 11:30 a.m. to 1:30 p.m.