

English 1301 Composition I

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Office Hours: By Appointment

Catalog Course Description:

This course includes a grammar review and a study of the principles of good writing, methods of paragraph and theme development, frequent essays, and readings in literature and the other humanities.

Scope/Purpose:

The purpose of English 1301 is to help students understand and apply the standards of correctness in formal thought and the written English language. English 1301 helps students to think well by teaching them to read and write well through its focus on the writing process, on the use of appropriate grammar and diction, on the use of logic, and on the different methods of essay development. Collateral readings from all areas of the humanities are included.

Required Texts:

Kirszner and Mandell. *Patterns for College Writing*. 12th Ed. Bedford/St. Martin's.
Hacker. *A Writer's Reference*. 7th Ed. Bedford/St. Martin's.
A comprehensive dictionary or collegiate dictionary (such as *The American Heritage Dictionary* or *Merriam Webster Collegiate Dictionary*).

Requirements:

1. Students will write a minimum of eight essays, including the final exam.
2. Students will read short stories, poems, and essays from all areas of the humanities, will participate in class discussions of the readings, and will be tested over their understanding of the readings through quizzes, examinations, and/or written assignments.
3. Individual instructors may require additional writing assignments including, but not limited to, resumes, business letters, homework or reaction papers, and journal entries.
4. Individual instructors may also require quizzes or examinations covering, but not limited to, grammar, reading assignments, logic, and rhetorical modes.

Instructional Objectives:

By the end of the course, the student should be able

1. to understand writing as a process: that is, writing conceived as a connected and interactive process which includes pre-writing, writing, and revision;
2. to apply the principles of writing as a process and the analysis of audience and purpose to writing assignments;
3. to write an essay that follows the principles of unity and coherence and that is appropriately developed by means of narration, description, illustration, definition, process analysis, cause and effect,

- comparison and contrast, classification and division, argumentation, and/or persuasion;
4. to write an essay in standard English, the criteria for standard English being those described in *A Writer's Reference*; and
 5. to understand and apply basic principles of critical thinking in the development of exposition and argument.

Grading Policy:

Essays/Final Exam: 100% (includes formal in-class and out-of-class writing assignments). All eight essays will be weighted equally.

Absence Policy:

Any student who misses more than two class sessions shall be dropped with a grade of "X" if the student has a passing grade average at that time. If the student is failing, due to poor work or missing assignments, the student will be given a grade of "F". In special cases because of extenuating circumstances, a student may miss more than two absences and not be dropped, but the student must immediately notify the instructor of the attendance difficulty and submit proof of those extenuating circumstances, especially if the student already has surpassed the two allowed absences. "Whenever absences become excessive and, in the instructor's opinion, minimum course objectives cannot be met due to absences, the student should be withdrawn from the course" (*SPC General Catalog*, p. 20). Students should consult the *General Catalog* on pp. 20-22 for the college's detailed policy on class attendance and drops & withdrawals. Students have their own responsibility for dropping a class for too many absences or too much missed work.

Please present a doctor's excuse in case of a serious, protracted illness; if you must be gone on account of a funeral or wedding, you must present proof of these events (a program for instance); similarly, absences resulting from car problems require documented proof (receipt or work order); finally, a university excuse requires official documentation.

There will be a sign-up sheet at the start of class. If you miss the sign-up sheet because of tardiness you will not be allowed to sign in for that day. In addition, leaving class early without proper documentation will count as an absence, even if you attend part of the class.

It is your responsibility to find out about daily work and homework (there will be reading assignments that are not specified on the printed schedule), even if you have an excused absence. I recommend that you trade phone numbers and/or email addresses with classmates.

Class Expectations: Please silence and put away (no texting) cell phones during class. Students are expected to listen politely to one another and treat one another with respect at all times.

Academic Integrity--Plagiarism and Cheating: "It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension" (*SPC General Catalog*, p. 23). "Complete honesty is required of the student in the presentation of any and all phases of course work. This applies to quizzes of whatever length as well as to final examinations, to daily reports and to term papers" (*SPC General Catalog*, p. 23). Students should consult the *General Catalog* on p. 23 for the college's detailed policies on

plagiarism and cheating. Failure to comply with these policies will result in an F for the assignment and can result in an F for the course if circumstances warrant.

Students with Disabilities:

Students with disabilities, including but not limited to physical, psychiatric or learning disabilities, who wish to request accommodations in this class should notify the Special Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Special Services Coordinator. For more information, call or visit the Special Services Office in the Student Services Building, 894-9611 ext. 2529, or the Counseling Center at ext. 2366.

Statement of Nondiscrimination:

It is the policy of this instructor not to discriminate on the basis of age, color, disability, ethnicity, gender, national origin, race, religion, sexual orientation, or veteran status.

Statement of Diversity:

In this class, the instructor will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is, but also model society as it should and can be.

Tentative Weekly Schedule:

January 14—Introductions, Syllabus, Etc. Narration (What is Narration? Using Narration/Planning a Narrative Essay)

January 21—**HOLIDAY!**

January 28—**Narrative Essay Written in Class**

February 4—Process (What is Process? Using Process/ Planning a Process Paper)

February 11—**Process Essay Written in Class**

February 18—Description (What is Description? Using Description/Planning a Descriptive Essay)

February 25—**Description Essay Written in Class**

March 4—Exemplification (What is Exemplification? Using Exemplification/Planning an Exemplification Essay) **Exemplification Essay Written in Class**

March 11-15 SPRING BREAK

March 18—Comparison and Contrast (What is Comparison and Contrast? Using Comparison and Contrast/Planning a Comparison and Contrast Essay)

March 25—**Comparison Contrast Essay Written in Class**

April 1— Classification and Division (What is Classification and Division? Using Classification and Division/ Planning a Classification and Division Essay)

April 8— **Classification and Division Essay Written in Class**

April 15— Definition (What is Definition? Using Definition/ Planning a Definition Essay)

April 22— **Definition Essay Written in Class**

April 29—Argumentation (What is Argumentation? Using Argumentation/ Planning an Argument Essay)

May 6—**Final Exam/ Argument Essay Brought to Class**