



PVAMU Developmental English Course Syllabus **Integrated Reading/Writing** Developmental Education

Instructor: T. Dorsey
Section # and CRN: ENGL 0300-B01
Office Location: Delco 154
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Office Hours: 1:00 – 2:00 PM

Mode of Instruction: Face to Face

Course Location: Juvenile Justice Building 365
Class Days & Times: M-R 11-12:50 PM

Catalog Description: This course will enhance the student’s performance in Freshman Composition I. The learner will improve skills in critical thinking, grammar and mechanics, and sentence and paragraph writing. Students will also be introduced to and develop a basic understanding of rhetorical analysis and essay writing necessary for successful completion of Freshman Composition I. This course is a developmental course for students who have not passed the Reading and/or English sections of the TSI Assessment.

Prerequisites: TSIA diagnostic scores
ABE < Student’s RDNG and ENGL TSI Score < 350
Grade of C or higher in RDNG 0100 and ENGL 0100

Co-requisites:

Required Texts: Assigned Readings and Handouts / Required text assigned in specified ENGL 1123 class

**Recommended
Texts:**

Student Learning Outcomes:

	Upon successful completion of this course, students will be able to:	Program Learning Outcome # Alignment	Core Curriculum Outcome Alignment
1	Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.		
2	Develop and use effective reading and revision strategies to strengthen the writer’s ability to compose college-level writing assignments.		
3	Recognize and apply the conventions of standard English in reading and writing.		

4	Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.		
5	Describe and apply insights gained from reading and writing a variety of texts.		
6.	Determine the use of effective approaches and rhetorical strategies for given reading and writing situations.		
7.	Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose.		

Major Course Requirements

Method of Determining Final Course Grade

Course Grade Requirement	Value	Total
1) Participation/Attendance	15	
2) Homework/Classwork	25	
3) Tests/Quizzes/Surveys/Assessments	30	
4) Short Writings (Timed writings, pre-writing, paragraphs, etc.)	15	
5) Final Exam	15	

Total:

Grading Criteria and Conversion:

A = 90 - 100

B = 80 - 89

C = 70 - 79

D = 60 - 69

F = 0 - 59

Detailed Description of Major Assignments:

Assignment Title or Grade Requirement

Description

This course will utilize the following instruments to determine student grades and proficiency of the learning outcomes for the course.

Exams – written tests designed to measure knowledge of presented course material

Exercises – written assignments designed to supplement and reinforce course material along with on-line assignments.

Class Participation – daily attendance and participation in class discussions

Attendance Policy:

Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class.

Course Exit Implications – ENGL 0300

Course exit relies on a grade of 'C' or better in ENGL 0300 and ENGL 1123 or passing scores of Reading and Writing TSIA.

See chart below for passing TSIA scores:

TSI ASSESSMENT	PASSING SCORE
Reading	351+
Writing	5 Essay OR 4 Essay with 340
Multiple choice	

Course Procedures

Exam Policy

Exams should be taken as scheduled. No makeup examinations will be allowed except under documented emergencies (See Student Handbook).

Turnitin.com

All student work is subject to being reported on turnitin.com and/or the originality index on eCourses. This website will scan all work for possible plagiarism, and all work submitted to this website becomes property of said website. You agree to this submission and ownership of work by the website by remaining in this class and submitting work. This website includes many sources of "purchased" student papers as well as previous student papers from this college and other colleges and universities.

Electronic Files

It is your responsibility to retain an electronic copy of all work until after the final semester grade has been turned in. If you are unable to produce the original electronic copy of your work upon request, your work may be considered not turned in. It is your responsibility to ensure that the files turned in are the correct file extension and are not corrupt. Corrupt files are not an excuse and any work that cannot be opened or is gibberish upon opening will be considered not turned in. Efforts to gain extra time to complete assignments, papers, etc. will be seen as an act of academic dishonesty.

Computer, Internet Access and Software

You will be expected to utilize PVAMU eCourses online tools including (but not exclusive to) email, assessments, drop boxes, discussion boards, chat; document and file download, and group/team collaboration. You must have a working knowledge of Microsoft Word and PowerPoint to type, save, and edit your work. You must have access to a working computer with reliable Internet connection. If you do not have a computer and Internet access at home, you should plan to be on campus to use college computers. You are expected to use e-mail and know e-mail etiquette to communicate with me. If during the semester I introduce a new computer tool or program, you should be willing to learn the tool and/or program.

Electronics Use Policy

The use of cell phones, tablets, computers and other electronics will be limited to educational purposes only. **Phone calls, games, text messaging, and use of headphones and social networking are strictly prohibited during class time.** Acceptable use of electronics is upon approval of the professor or indicated by accommodation records. **Use of phones or any other electronic device (for non-educational use) may result in dismissal from the class (the student will be counted absent).**

Communication with Instructor

Students are encouraged to seek assistance and address concerns to the professor via email, phone and/or in person (during office hours or by appointment). When leaving a phone message, please include your first and last name, the course you are enrolled in, and a contact number. Email communication is PVAMU accounts.

Anticipated professor response time: Within 24 hours Monday – Friday. Weekend emails and phone messages received after 3 p.m. on Friday may not be returned until Monday.

Additional Class Procedures and Policies

Attendance:

Attendance and punctuality are required. Students are expected to notify the instructor if they are unable to attend class, will arrive late, or depart early. Please note that only absences defined by the university as excused will be considered excused absences. Students arriving to class one minute after the scheduled class beginning time will be considered a late arrival. Leaving class before dismissal by the instructor is considered an early departure. Students will be given a DOR/ DOW (Daily Oral Reading and Writing) at the beginning of each class period. Failure to report to class on time will result in an automatic zero.

An attendance roster will be available at the beginning of each class. Any candidate who does not sign the roster will be considered absent. Candidates arriving to class late are required to see the instructor after class to sign the roster. Please note that it is the sole responsibility of the candidate to sign the roster. There will be no exceptions made. Please note that attendance is defined as present and participating in class discussions and activities. Candidates will receive a Final letter grade deduction for excessive tardies, early departures, and/ or absences. Food and drinks are prohibited in class.

Class Participation Policy

Students are expected to come to class prepared, having read required reading assignments.

- Students are expected to bring their required notebook materials and textbook to each class.
- Students will be expected to participate and contribute to the overall success of group activities, discussions, and/or class presentations both online and in class.
- Consistency and quality in small-whole group activities as well as consistency and quality of interactions with your peers and the course instructor will be considered in determining student's professionalism.
- The effort you make and the quality of the preparation you make is also part of professionalism.
- Students will be required to sign a professionalism statement and a statement verifying that the course syllabus was read and understood.
- All concepts and assignments will be explained as thoroughly as possible in class. Written directions and rubrics will be provided for all assignments. However, it is possible that even with class instruction, written directions, and evaluative rubrics, questions may still arise or expectations may be unclear. If students do not understand assignment directions or any other aspect of the course, it is expected that students will personally and individually contact the course instructor immediately and get clarification of expectations. This may mean setting up an appointment to meet with the course instructor outside of the class period of clarification is unable to be achieved via email or telephone conversation. Discussing assignments with classmates may not provide students with accurate information.
- If the course instructor requests that a student make an appointment with her to discuss classroom issues, this is a requirement. Failure to discuss issues at the course instructor's request will be considered to be unprofessional.

Professional Conduct and Dress Code:

To ensure that each candidate is abreast of professionalism in its entirety, "Professional days" will be implemented into this course for presentations, student assemblies, or at the request of the professor. A description of what is required will be described and requested by the course instructor. Female candidates please note that all pants, skirts, or dresses must be no shorter than knee length. Male candidates must wear long trousers, shoes that enclose the entire foot, and dress socks. A long or short-sleeved collared shirt must be worn with a tie. Do not wear shorts, jeans, athletic wear, t-shirts with any writing, cargo pants, halter-tops, or tank tops. Midriffs must not be exposed. Undergarments must be concealed at all times. Shoes should be comfortable, but flip-flops and athletic shoes are prohibited.

Late Work Policy

All assignments, including assignments submitted electronically, are due on the date indicated in the course calendar at the beginning of class. Late assignments will not be accepted. Please note that incomplete work will under no circumstance be accepted and that such work will automatically receive a failing grade.

Tentative Semester Calendar

Week 1	
Topic Description:	<u>Reading:</u> The Reading Process; Critical Reading; Test Prep <u>Writing:</u> The Writing Process (Pre-Writing); Introduction, Conclusion, & Title; Complete Sentences-Sentence Fragments
Readings:	" <i>Why I Want A Wife</i> " Judy Brady: Vocabulary, Author's Tone, Real World Connections, Insights from Reading, Purpose, Audience
Assignment (s):	Article discussion; Write introduction to include thesis statement and revise it; Test Prep
Week 2	
Topic Description:	<u>Reading:</u> Main Idea; Details; Topics <u>Writing:</u> Introduction, Conclusion, & Title; Run-On Sentences; Paragraph Structure (Body Paragraphs); Details
Readings:	" <i>We See You</i> " by Russell Okung: Main Idea, Insightful Reading, Critical Reading
Assignment (s):	Write an effective conclusion and title – revise it; Article discussion
Week 3	
Topic Description:	<u>Reading:</u> Rhetorical Analysis <u>Writing:</u> Combining Ideas; Essay Structure
Readings:	" <i>Why I Want A Wife</i> " by Judy Brady: Ethos/Pathos/Logos, Rhetorical Analysis
Assignment (s):	Article discussion questions
Week 4	
Topic Description:	<u>Reading:</u> Argument; Evidence; Credible Sources <u>Writing:</u> Subject/Verb Agreement; Using Commas; Revision
Readings:	" <i>Political Lies About Police Brutality</i> "
Assignment (s):	Credible/Non-Credible Sources Assignment
Week 5	
Topic Description:	<u>Writing:</u> Revision; Look Alike/Sound Alike Words
Readings:	Review Previous Readings
Assignment (s):	Exam

Student Support and Success

John B. Coleman Library

The library and its partners have as their mission "to provide resources and instructional material in support of the evolving curriculum, as a partner in Prairie View A&M University's mission of teaching, research, and service" and to support the University's core values of "access and quality, diversity, leadership, relevance, and social responsibility" through emphasis on ten key areas of service. It maintains library collections and access both on campus, online, and through local agreements to further the educational goals of students and faculty.

Center for Academic Support

The Center for Academic Support (CAS) offers Tutoring via peer tutoring. The services include workshops (i.e., Save My Semester, Recalculate Your Route), seminars (i.e., Tools You Can Use: TI-84), group review sessions (i.e., College Algebra Topic Reviews, GRE Preparation), group study opportunities (i.e., TSIA, HESI, Study Break, Exam Cram), and test-taking strategies (How to take Notes, Study Buddy, 5 Day Study Guide). The Tutoring Center is a nationally certified tutoring program through the National Tutoring Association. The peer tutors are trained and certified by the coordinator each semester. Location: J.B. Coleman Library

COMPASS

The Center for the Oversight and Management of Personalized Academic Student Success (COMPASS) is designed to help Prairie View students in their second year and beyond navigate towards graduation by providing the following services: Academic Advisement, Targeted Tutorials for Personalized Learning, Campus-Wide Referrals, and Academic & Social Workshops. Location: J.B. Coleman Library

Writing Center

The Writing Center provides student consultants on all aspects of the writing process and a variety of writing assignments. Writing Center consultations assist students in such areas as prewriting, brainstorming, audience awareness, organization, research, and citation. Location: Hilliard Hall 121

University Rules and Procedures

Disability statement (See Student Handbook):

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

Academic misconduct (See Student Handbook):

You are expected to practice academic honesty in every aspect of this course and all other courses. Make sure you are familiar with your Student Handbook, especially the section on academic misconduct. Students who engage in academic misconduct are subject to university disciplinary procedures.

Forms of academic dishonesty:

1. Cheating: deception in which a student misrepresents that he/she has mastered information on an academic exercise that he/she has not mastered; giving or receiving aid unauthorized by the instructor on assignments or examinations.
2. Academic misconduct: tampering with grades or taking part in obtaining or distributing any part of a scheduled test.
3. Fabrication: use of invented information or falsified research.
4. Plagiarism: unacknowledged quotation and/or paraphrase of someone else's words, ideas, or data as one's own in work submitted for credit. Failure to identify information or essays from the Internet and submitting them as one's own work also constitutes plagiarism.

Nonacademic misconduct (See Student Handbook)

The university respects the rights of instructors to teach and students to learn. Maintenance of these rights requires campus conditions that do not impede their exercise. Campus behavior that interferes with either (1) the instructor's ability to conduct the class, (2) the inability of other students to profit from the instructional program, or (3) campus behavior that interferes with the rights of others will not be tolerated. An individual engaging in such disruptive behavior may be subject to disciplinary action. Such incidents will be adjudicated by the Dean of Students under nonacademic procedures.

Sexual misconduct (See Student Handbook):

Sexual harassment of students and employers at Prairie View A&M University is unacceptable and will not be tolerated. Any member of the university community violating this policy will be subject to disciplinary action.

Attendance Policy

Prairie View A&M University requires regular class attendance. Excessive absences will result in lowered grades. Excessive absenteeism, whether excused or unexcused, may result in a student's course grade being reduced or in assignment of a grade of "F". Absences are accumulated beginning with the first day of class.

Student Academic Appeals Process

Authority and responsibility for assigning grades to students rests with the faculty. However, in those instances where students believe that miscommunication, errors, or unfairness of any kind may have adversely affected the instructor's assessment of their academic performance, the student has a right to appeal by the procedure listed in the Undergraduate Catalog and by doing so within thirty days of receiving the grade or experiencing any other problematic academic event that prompted the complaint.

Disability statement (See Student Handbook):

Students with disabilities, including learning disabilities, who wish to request accommodations in class should register with the Services for Students with Disabilities (SSD) early in the semester so that appropriate arrangements may be made. In accordance with federal laws, a student requesting special accommodations must provide documentation of their disability to the SSD coordinator.

TECHNICAL CONSIDERATIONS

Minimum Recommended Hardware and Software:

- Intel PC or Laptop with Windows 7; Mac with OS X; Smartphone or iPad/Tablet with Wi-Fi
- High speed Internet access
- 8 GB Memory
- Hard drive with 320 GB storage space
- 15" monitor, 800x600, color or 16 bit
- Sound card w/speakers
- Microphone and recording software
- Keyboard & mouse
- Most current version of Google Chrome, Safari, Internet Explorer or Firefox

Note: Be sure to enable Java & pop-ups

Participants should have a basic proficiency of the following computer skills:

- Sending and receiving email
- A working knowledge of the Internet
- Proficiency in Microsoft Word (or a program convertible to Word)
- Proficiency in the Acrobat PDF Reader
- Basic knowledge of Windows or Mac O.S.

Netiquette (online etiquette):

Students are expected to participate in all discussions and virtual classroom chats as directed. Students are to be respectful and courteous to others on discussions boards. Foul or abusive language will not be tolerated.

Technical Support:

Students should go to <https://mypassword.pvamu.edu/> if they have password issues. The page will provide instructions for resetting passwords and contact information if login issues persist. For other technical questions regarding eCourses, call the Office of Distance Learning at 936-261-3283

Communication Expectations and Standards:

Emails or discussion postings will receive a response from the instructor, usually in less than 48 hours. Urgent emails should be marked as such. Check regularly for responses.

Discussion Requirement:

Online courses often require minimal to no face-to-face meetings. However, conversations about the readings, lectures, materials, and other aspects of the course can take place in a seminar fashion. This will be accomplished by the use of the discussion board. The exact use of discussion will be determined by the instructor.

It is strongly suggested that students type their discussion postings in a word processing application and save it to their PC or a removable drive before posting to the discussion board. This is important for two reasons: 1) If for some reason your discussion responses are lost in your online course, you will have another copy; 2) Grammatical errors can be greatly minimized by the use of the spell-and-grammar check functions in word processing applications. Once the post(s) have been typed and corrected in the word processing application, it should be copied and pasted to the discussion board.

