English 1301: Composition and Rhetoric I
Semester

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Instructor:
Location:
Email:
Office hours:

Office location and phone number:

Department Chair:

Division Dean:

**ENGL 1301 Freshman Composition I**
English 1301 involves students in the intensive study and practice of writing processes, from invention and research to drafting, editing, and revising, both individually and collaboratively. Emphasis is placed on effective rhetorical choices, including audience, purpose, arrangement, and style. English 1301 focuses on writing the academic essay as a vehicle for learning, communicating, and analysis.

**Required Texts**: *Everyone’s an Author, 3rd Edition* (Lunsford et.al, ISBN 978-0-393-89258-1)

**Course Learning Outcomes:**

*Upon successful completion of this course, students will:*

* Demonstrate knowledge of individual and collaborative writing processes.
* Develop ideas with appropriate support and attribution, demonstrating ethical use of sources.
* Write in a style appropriate to audience and purpose.
* Read, reflect, and respond critically to a variety of texts.
* Use edited American English in academic essays, employing proper grammar and sentences.

**General Information for Students – note that some information will apply when campus re-opens fully:**

**Assistance -** It is difficult to be successful as a student when your needs are not being met – lack of sleep, food, shelter, or reliable transportation can all impact your progress and well-being. Know we have the [Women’s Resource Center](http://www.lonestar.edu/wrc.htm) (SSB 204) and [Communities in Schools](http://www.lonestar.edu/CIS.htm) (ACAD 200A and 200B) to help. Click the links and contact these areas for more information and assistance. If you experience an emergency situation, do not hesitate to get in touch with me so that we may formulate a plan to ensure you are able to successfully complete the semester.

Please visit <http://www.lonestar.edu/syllabus-policies> for more information regarding Lone Star College’s Policies and Procedures, including notices about **COVID-19 protocols and procedures**, the Campus Carry Law, FERPA, Academic Integrity, Title IX – Sexual Harassment, Assault, Violence, and Discrimination, Academic Appeals, Americans with Disabilities Acts 504/508, etc.

**Be Aware** - Lone Star College North Harris participates in dual-credit programs including early college programs. These programs typically serve high school students, which means some of the students on our campus and in our classrooms may be under eighteen years old. This is a reminder that all rights and privileges of college students are extended to dual-credit or early college students, regardless of age. This is also a reminder that in Texas persons under the age of seventeen cannot provide effective consent to sexual conduct with an adult. For more information, or to report any such behavior, please visit the College’s Sexual Assault Prevention webpage: <http://www.lonestar.edu/sexual-assault.htm>.

**6-Drop Statement -** Students who enrolled in Texas public institutions of higher education as first-time college students during the Fall 2007 term or later are subject to Section 51.907 of the Texas Education Code, which means that an institution of higher education may not permit a student to drop (withdraw with a grade of “W”) from more than six courses. This six-course limit includes courses that a transfer student has previously dropped at other Texas public institutions of higher education.

EEOC Statement - Lone Star College is committed to the principle of equal opportunity in education and employment. The college does not discriminate against individuals on the basis of race, color, gender, religion, disability, age, veteran status, national origin, sexual orientation, or ethnicity in the administration of its educational policies, admissions policies, employment policies, scholarship and loan programs, or other college administered programs and activities.

**Emergency Notification Info**: LSCS is committed to maintaining the safety of the students, faculty, staff, and guests while visiting any of our campuses. See <http://www.lonestar.edu/oem> for details. Register at <http://www.lonestar.edu/12803.htm> to receive emergency notifications. In an emergency, contact LSCS Police at 281-290-5911 or x5911.

**Counseling and Advising**: Lone Star College-North Harris, in cooperation with Communities in Schools, provides counseling to assist you in meeting your academic, career and personal goals. Confidential counseling services are available by appointment to help you overcome academic challenges, make a career choice, plan your transfer and gain self-understanding. Use the following contact information for the help you need:

* For personal matters, including crisis intervention, emergency needs, supportive guidance and more, contact Communities in Schools: [www.lonestar.edu/CIS.htm](http://www.lonestar.edu/CIS.htm)
* For academic advising, visit during online advising hours (info at <https://www.lonestar.edu/advising.htm>) or schedule an appointment to see the advisors in the Student Services Building, rooms 109 and 110.

**Writing Assistance**: **Center for Reading and Writing (ACAD 200)**

Students can access online writing support by making an appointment through our website: [www.lonestar.edu/NH-ReadingWriting](http://www.lonestar.edu/NH-ReadingWriting.htm).

**Cat-5 Cupboard - Our Food Pantry (ACAD 108)**

Visit <https://www.lonestar.edu/Cat5Cupboard.htm> for additional details.

**Policies**:

* Office Hours – What mode? Online (Zoom, WebEx), in-person (location reminder), etc.
* Email and Communication – What’s the best method for students?
* Assignments and late work – (Example follows, feel free to use or update) Work will be due at the times specified. I **do not** accept late work and missed assignments cannot be submitted. For all assignments, though, there is a 24-hour grace period that will allow for extra time if you experience an issue of any kind, but that extended period also comes with a grade reduction. I do understand that extenuating circumstances may arise in which individual considerations are necessary. If there is an **emergency**, set up a time to meet with me online as soon as possible. However, I reserve the right to reject or penalize the late work in these rare cases. If you foresee problems with due dates, talk to me about submitting work head of time. Non-electronic assignments should be typed and stapled, and all work should follow MLA (Modern Language Association) format – include a proper heading, header, and works cited for the paper. Please utilize 12-point font, Times New Roman.
* Attendance and participation: What is your policy? Will attendance be taken in-person? Online? Based on assignment completion?
* Plagiarism: If you have any questions or concerns about plagiarism, it is imperative that you come see me to discuss this issue, and there are various resources available at LSC-North Harris and online (<http://owl.english.purdue.edu/>) that can assist with documentation, citation, and facts about plagiarism. The first instance of plagiarism (whether intended or not) will result in a 0 grade for the assignment. Any subsequent instances will lead to a failing grade in the class and the submission of a formal report to the Vice President of Instruction.

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| **Assignment** | **Points** | **Percentage** |
| Discussions, Quizzes, and Participation | 400 | 40 |
| These are examples, but you will want to provide a breakdown of how students will earn their grades and if that is based on percentages, points, both, etc. | 100 | 10 |
|  | 100 | 10 |
|  | 200 | 20 |
|  | 200 | 20 |

|  |  |  |
| --- | --- | --- |
| **Grade Calculation** | **Points** | **Percentage** |
| A | 900-1000 | 90-100 |
| B | 800-899 | 80-89 |
| C | 700-799 | 70-79 |
| D | 600-699 | 60-69 |
| F | Below 600 | 59 and below |

Requirements:

* **Discussions, Quizzes, and Participation**: Brief explanation of this grade area (this is meant to provide basic information for students while creating and offering handouts for specific grades, particularly major assignments, is recommended)
* **Explanation of any other grades**

Schedule This is just an example, and you may choose to include a schedule in another document or place that information in D2L

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| **Week One**M (1/17) – College ClosedW (1/19) – Introductions, Syllabus discussion* Submit discussion post via D2L by 11:59 pm on Thursday, 1/20
 |
| **Week Two** |
| **Week Three**  |

**Last day to drop with a “W”:**