

English 101CA2 (ADP 2nd Session)

C. Stephen Coleman, Jr.

English Composition I, 3 credit hours

Office: 311 Jennings Hall

5:30P – 7:40P – M / TH – Jennings Hall Room 308

ADP Second Session – Spring 2012

Office Extension: 3330 or dial (601) 925-3330 from a non-campus phone.

If no Answer, dial 601-925-3215 (Main Office) and leave a message for me.

Course Website: <http://www.mc.edu/faculty/ccoleman>

ccoleman@mc.edu

Catalog Description: The study of the elements of composition through writing and analysis of expository prose with emphasis on short essays.

Text: Axelrod, Rise B. and Charles R. Cooper. *The St. Martin's Guide to Writing*. 9th ed. New York: St. Martin's Press, 2010.

Selected Essays: Ackley, Katherine Anne. *Reading Across the Disciplines*, 5th ed. Boston, MA Wadsworth Cengage, 2009. (Note: These essays will be furnished, and this textbook is not required to be purchased for this course).

Selected Essays: Gladwell, Malcolm. These will be distributed throughout the semester in class.

Other Course Materials:

1. Email log-in ID and password for Mississippi College email account
2. Binder to store various class handouts that will be distributed
3. Spiral Bound 1 Subject Notebook
4. Large manila envelope for submission of Revision Portfolio
5. MC Net username and password to access the MOODLE Course website

Rationale: English 101 is designed to help you understand what is required of a beginning college-level writer and thinker—and how college-level writing and thinking differ from that done in high school. The course promotes your critical thinking skills, and it helps you recognize and engage in the decision-making processes college writers must make in order to develop, control, and revise rhetorically effective texts.

Methods: The course consists of discussions/lectures about writing, readings from the text (both explanatory and exemplary), in- and out-of-class writing exercises, conferences with the instructor, writing workshops/peer critiques, and the composition and revision of multiple formal essays in a variety of genres.

Tentative Due Dates: (subject to change as needed) ***ALL Final Essays will be submitted to me through the submission dropbox within our MOODLE Course website no later than 6PM on the Sunday which they are due. Essays must be in a Microsoft Word format. (.doc or .docx file extension). No other file formats can be accepted.***

Paper #1 In Class Draft on **Mon. March 19th** Final due on **Sunday Mar. 25th by 6PM**

Paper #2 **(SEE NOTE AT END OF SYL.)** Final due on **Sunday April 1st by 6PM**

Paper #3 In Class Draft on **Monday April 9th** Final due on **Sunday April 15th by 6PM**

Paper #4 In Class Draft on **Thurs April 19th** Final due on **Sunday April 22nd by 6PM**

Revision portfolio is due the day of your final exam: Thursday June 30th, 2011.

Grading Scale:

My grading scale is as follows: A=93-100 B=85-92 C=75-84 D=65-74 F=below 65

Undergraduate Grading System: For final semester grades, the English Department adheres to the University's Undergraduate Grading System as described in the current catalog.

According to that system:

- A is reserved for work which is definitely superior in quality.
- B is given for work which is consistently good and which manifests sufficient interest, effort, or originality to lift it above average work.
- C is given for average work and shows that basic requirements in class assignments have been met.
- D earns credit but is below the standard required for graduation.
- F indicates failure and naturally carries no credit.

Writing Center Tutoring:

The MC Writing Center offers sessions by appointment and on a walk-in basis. Students can also sign up for standing, weekly appointments with a specific tutor. Forms to schedule weekly appointments are available from your professor or in the Writing Center (Jennings 304). See attached handout for more information. **Each student will be required to visit the Writing Center outside at least ONE time during the semester, for essay #2.**

English 101G Course Specific Policies:

- When in class, please keep **ALL** electronic devices put up and out of sight. If seen with any type of electronic device, students should expect a significantly lower grade at the end of the semester.
- **Sleeping or being otherwise preoccupied in class detracts from your participation grade.**
- Do not bring any food or drink to class that I or your classmates can smell or hear you eat.
- I have a 24 hour policy after returning graded papers. Students should wait 24 hours before contacting me with questions concerning their grade.

Conferences:

- I strongly encourage voluntary conferences throughout the semester. I am available on an individual-student basis by appointment during the summer semester.
- I also strongly encourage you to visit the **MC WRITING CENTER**, located in **304 Jennings Hall**. There, trained tutors are available (at no charge) to help you with your writing and any questions you may have about the writing process.
- Individual conferences and group conferences will be conducted at certain times during the semester. These dates will be posted at a later time, and you will have a chance to sign up for conference times. ***Scheduled conferences ARE MANDATORY. Failure to show up for your scheduled conference will result in an automatic absence as well as the deduction of points from your overall participation grade.***

Attendance: *Your attendance is very important in this class. Roll will be taken each time class meets and a careful record of your attendance will be kept.*

The English Department adheres to Mississippi College's attendance policy as outlined in the current *Undergraduate Catalog*:

Class attendance is an essential part of university education, and students are expected to attend regularly and punctually all classes and laboratories for which they are registered. Cumulative absences may result in a lowered grade or loss of credit for the course. Tardiness is also subject to penalty, as is any failure to complete required class work on time. Although some specific requirements may vary according to the nature and structure of the course, the following guidelines summarize university policy:

1. Class attendance is required, and accurate records are kept.
2. Students must not accumulate excessive absences.

A student receives a grade of F in a course immediately upon accumulating the following number of absences, whether excused or unexcused:

12 in semester classes meeting 3 times per week

8 in semester classes meeting 2 times per week

4 in semester classes meeting 1 time per week

4 per session in the Accelerated Degree Program (ADP)

6 in summer day classes

For lesser numbers of absences, the student should expect a lowered grade in the course, with the maximum penalty of one letter grade for each week of absences (in a semester) or the equivalent.

Absence Appeal. If a student misses more than the number of class periods specified in university policy and believes that there are reasonable explanations for the absences, he/she may appeal the absences to the dean of the school in which the course is being taught. Students may obtain a Student Absence Appeal Form from the office of the appropriate dean.

Students with Disabilities: In order for a student to receive disability accommodations under Section 504 of the Americans with Disabilities Act, he or she must schedule an individual meeting with the Director of Student Counseling Services **immediately upon recognition of their disability** (if their disability is known they must come in before the semester begins or make an appointment **immediately** upon receipt of their syllabi for the new semester). The student must bring with them written documentation from a medical physician and/or licensed clinician that verifies their disability. If the student has received prior accommodations, they must bring written documentation of those accommodations (example Individualized Education Plan from the school system). Documentation must be current (**within 3 years**). The student must meet with SCS **face-to-face** and also attend two (2) additional follow up meetings (one mid semester before or after midterm examinations and the last one at the end of the semester). Please note that the student may also schedule additional meetings as needed for support through SCS as they work with their professor throughout the semester. Note: Students must come in **each semester** to complete their Individualized Accommodation Plan (example: MC student completes fall semester IAP plan and even if student is a continuing student for the spring semester they must come in again to complete their spring semester IAP plan).

Student Counseling Services is located in Alumni Hall Room #4 or they may be contacted via email at christia@mc.edu or rward@mc.edu. You may also reach them by phone at **601-925-7790**.

Academic Integrity Statement: The English Department adheres to Mississippi College's academic integrity policy as outlined in the current *Undergraduate Catalog*:

Mississippi College students are expected to be scrupulously honest. Dishonesty, such as cheating or plagiarism, or furnishing false information, including forgery, alteration or misuse of University documents, records or identification, will be regarded as a serious offense subject to severe penalty, including, but not limited to, loss of credit and possible dismissal. See the current *Mississippi College Student Handbook* or University Policy 2.19 for specific information regarding penalties associated with dishonest behavior at Mississippi College.

Late Papers Policy: The English Department has established the following policy for late work submitted in core English courses:

Grades for papers as assigned on syllabus will be reduced according to the following schedule:

- after time due and up to 24 hours late: one letter grade;
- after 24 hours and up to 48 hours late: two letter grades;
- after 48 hours and up to 72 hours late: three letter grades;
- after 72 hours, any paper turned in will be given an “F.”

Failure to turn in an assignment will result in a grade of zero on that assignment.

THE LAST DATE TO DROP A COURSE IS WEDNESDAY, JUNE 15TH. STUDENTS CANNOT WITHDRAW WITH A “W” (PASSING) AFTER THIS DATE UNLESS THEY MEET THE CONDITIONS OUTLINED UNDER “WITHDRAWAL FROM COLLEGE” IN THE MC CATALOG. NOTE ALSO THAT A FULL REFUND FOR DROPPED COURSES IS PROVIDED ONLY IF THE COURSE IS DROPPED IN THE FIRST WEEK. SEE MC CATALOG FOR MORE INFORMATION.

*******ADDITIONAL NOTE REGARDING ESSAY #2:**

In lieu of class on Thursday, March 29th, you are to make an appointment with the Writing Center sometime during the week of March 26th - 30th. This one – on - one tutoring session will take the place of our regularly scheduled peer review groups. You must furnish me with documentation showing you visited the writing center during that time.

Academic Writing Standards

The chart below is intended to help you understand the English Department's expectations for college-level writing. Your writing is also evaluated based on how well it adheres to the specific requirements of each assignment. Note that to earn a grade of "C" or higher, your essay *must* meet the basic requirements of the assignment; an essay that does not demonstrate a clear understanding of the assignment will earn a below average or failing grade.

	A-level / superior	C-level / acceptable	F-level / unacceptable
Content and Development	<ul style="list-style-type: none"> Central idea/thesis is clear and sophisticated. Key assertions/points are insightful, clear, and consistently develop the central idea. Evidence/support is consistently insightful, specific, and relevant. Proportion and emphasis consistently contribute to effective development. 	<ul style="list-style-type: none"> Central idea/thesis is apparent, but it may be elementary or somewhat unclear. Key assertions/points are generally clear and related to the central idea, but they may be elementary. Evidence/support is present and somewhat insightful, but it may sometimes be simplistic, repetitious, or lacking in relevance. Proportion and emphasis may sometimes undermine progression. 	<ul style="list-style-type: none"> Central idea/thesis is lacking or unclear. Key assertions are elementary, unclear, and/or unclearly related to the central idea. Evidence/support is simplistic, repetitious, and/or lacking in relevance. Proportion and emphasis undermine development.
Organization and Progression	<ul style="list-style-type: none"> Structure is consistently clear and purposeful. Paragraphs are unified and have clear overall points. Logical progression is evident from paragraph to paragraph and from sentence to sentence. Strong transitions help create a sophisticated progression. 	<ul style="list-style-type: none"> Structure is usually clear but may be elementary. Paragraphs are generally unified and usually have clear overall points. Logical progression may occasionally be lacking from paragraph to paragraph and/or from sentence to sentence. Transitions may be elementary. 	<ul style="list-style-type: none"> Structure is unclear and/or elementary. Paragraphs lack unity and/or have unclear overall points. Logical progression is lacking from paragraph to paragraph and/or from sentence to sentence. Transitions are elementary or lacking.
Style and Polish	<ul style="list-style-type: none"> Sentence structures are varied and grammatically correct. Diction and style are appropriate, sophisticated, and clear. Errors are avoided. 	<ul style="list-style-type: none"> Sentence structures are generally varied and grammatically correct. Diction and style may be elementary, inappropriate, and/or occasionally unclear. Errors are generally avoided. 	<ul style="list-style-type: none"> Sentence structures lack variety and/or are grammatically incorrect. Diction and style are elementary, inappropriate, and/or unclear. Errors are frequent.

Note that individual instructors will have various methods of communicating their evaluations of your work. Some may use rubrics specific to the assignment; some may write comments on your papers; some may type their comments; and some may use other methods. However, all evaluations are based on the academic standards described above.

MC Writing Center

304 Jennings Hall
601.925.7289

What is the Writing Center?

The MC Writing Center is an important resource for MC students and faculty. We offer interactive, one-on-one writing tutoring free-of-charge to MC students. Students writing for any discipline are encouraged to visit.

Who are the Writing Center Tutors?

The MC Writing Center is staffed by qualified undergraduate students, from a variety of disciplines, who have excelled in an extensive tutor preparation course and by English Graduate Teaching Assistants.

What do students and tutors work on during a session?

Our tutors work with students writing for any discipline, and we encourage visits from students during any stage of their writing processes. In general, we focus on helping students:

- Understand the writing assignment
- Brainstorm ideas and “get started” on a text
- Examine drafts-in-progress for strengths and weaknesses (especially involving organization, development, and clarity)
- Devise plans for revising and improving their drafts

Will a tutor proofread or edit my students' work?

We are not a proofreading service, and our tutors can not simply “fix” a student's text. We are happy, however, to help students find (and learn to correct) patterns of error in their writing—and to help them improve their own proofreading and editing skills and strategies.

When is the Writing Center open?

Our hours vary each semester and will be determined as soon as tutors' class schedules are finalized. Our upcoming semester schedule will be publicized soon.

Must students make appointments?

Appointments are encouraged, but drop-ins are welcomed.

Whom do I contact for more information?

Dr. Steve Price directs the Writing Center; you may contact him by calling 601.925.3333 or by emailing SPrice@mc.edu.

MC Writing Center: Weekly Appointments

**304 Jennings Hall
601.925.7289**

At the MC Writing Center, you can schedule a weekly appointment, with the same tutor, to work on writing from ENG 101, ENG 102, or any of your other courses. Some students prefer the weekly appointment because it helps them get to know the tutor better and they find that the meetings helps their writing to develop more over the semester.

If you'd like to schedule a weekly appointment, please fill out the form below and give it to your professor, or drop it off at the English Department office (Jennings 301).

See you in the Writing Center!

Name: _____ **Date:** _____

ENG 101 Section: _____

ENG 101 Instructor: _____

Please list below times that you are available for a weekly appointment:

ONE HUNDRED EIGHTY-SIXTH SESSION 2011-2012

SPRING SEMESTER 2012

January 5, Thursday, 2:00 p.m.	Residence Halls Open
January 6, Friday	Orientation / Advising for new undergraduate students
January 9, Monday	Day and Night Classes Begin
January 16, Monday	Martin Luther King Holiday, No Day or Night Classes; Offices Closed
January 17, Tuesday, 5:00 p.m.	Last Day To Enroll or Add A TRADITIONAL Class
January 17, Tuesday, 5:00 p.m.	Last Day To Enroll or Add An ADP Session I Class
January 17, Tuesday, 5:00 p.m.	Last Day to Drop an ADP Session I Class with 100% Tuition Only Refund
January 18, Wednesday	Graduate Student Deadline to make Application for May 2012 Graduation
January 19, Thursday, 5:00 p.m.	Last Day to Drop a TRADITIONAL Class with 100% Tuition Only Refund
January 20, Friday	Undergraduate Student Deadline to make Application for August 2012 Graduation
February 3, Friday	Last Day to Drop an ADP SESSION I Class (No Tuition Refund)
February 24, Friday	Undergraduate Student Deadline to make Application for December 2012 Graduation
February 29, Wednesday	Midterm
March 5, Monday	Classes Begin for ADP Session II
March 7, Wednesday, 3:00 p.m. or 6:00 p.m., Anderson Hall	Writing Proficiency Exam
March 8, Thursday	Last Day to Enroll or Add an ADP Session II Class
March 9, Friday	Last Day to Drop an ADP Session II Class with 100% Tuition Only Refund
March 10-18, Saturday – Sunday	Spring Break (Day classes meet on Friday, March 9. Residence halls close at 6:00 pm on Friday and reopen Sunday, March 18, 2:00 p.m.)
March 19, Monday	Classes Resume
March 23, Friday	LAST DAY TO DROP A TRADITIONAL CLASS (No Tuition Refund)
April 2, Monday	Registration for Summer and Fall 2012 Semester - Currently enrolled students - Begins
April 9, Monday	Easter Holiday - Offices Closed (No day classes; night classes <u>will</u> meet)
April 10, Tuesday	Last Day To Drop an ADP Session II Class (No Tuition Refund)
April 25, Wednesday	Last Day of Classes; Night Exams Begin
April 26, Thursday	Study Day
April 27 – May 1, Friday, Saturday , Monday, Tuesday	Final exams
May 4 – 5, Friday and Saturday	Graduate and Undergraduate Spring Graduations
May 11, Friday	Law School Graduation

FALL and SPRING ADMINISTRATIVE OFFICE HOURS: Monday - Friday: 8:00 a.m. - 4:30 pm.

2012 SUMMER TERM (Tentative Dates)

May Term: May 7, 2012-May 18, 2012
10-Week Session: May 29– August 2, 2012
1st 5-Week Session: May 29- June 28, 2012
2nd 5-Week Session: July 2 –August 2, 2012
Graduation - August 4, 2012

Check BANNER WEB Frequently for Schedule Changes

EXAM SCHEDULE (SPRING SEMESTER 2012)

Day classes

9:00 a.m. MWF or MW classes, Friday, April 27	8:00 a.m. - 10:00 a.m.
11:00 a.m. MWF classes, Friday, April 27	11:00 a.m. - 1:00 p.m.
12:00 p.m. MWF or MW classes, Friday, April 27	2:00 p.m. - 4:00 p.m.
9:25 a.m. TR classes, Saturday, April 28.....	8:00 a.m. - 10:00 a.m.
12:00 p.m. TR classes, Saturday, April 28	11:00 a.m. - 1:00 p.m.
1:30 p.m. MW classes, Saturday, April 28	2:00 p.m. - 4:00 p.m.
8:00 a.m. MWF or 7:30 a.m. MW classes, Monday, April 30	8:00 a.m. - 10:00 a.m.
10:00 a.m. MWF or 10:30 a.m. MW classes, Monday, April 30	11:00 a.m. - 1:00 p.m.
3:00 p.m. MWF classes, Monday, April 30 (all MWF or MW classes beginning between 3:00-5:00 p.m.) ..	2:00 p.m. - 4:00 p.m.
8:00 a.m. TR classes, Tuesday, May 1	8:00 a.m. - 10:00 a.m.
1:30 p.m. TR classes, Tuesday, May 1	11:00 a.m. - 1:00 p.m.
3:00 p.m. TR classes, Tuesday, May 1 (all TR classes beginning between 3:00 - 5:00 p.m.)	2:00 p.m. - 4:00 p.m.

Night classes

Wednesday night classes (any class beginning after 5:00 p.m.).....	Wednesday, April 25
Thursday night classes (any class beginning after 5:00 p.m.)	Thursday, April 26
Monday night classes (any class beginning after 5:00 p.m.)	Monday, April 30
Tuesday night classes (any class beginning after 5:00 p.m.).....	Tuesday, May 1