



ENGL 1302 051 – English Composition I

Face to Face

Course Syllabus: Spring 2024

“Northeast Texas Community College exists to provide personal, dynamic learning experiences empowering students to succeed.”

Instructor: Judy Ramey

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Office Hours	Monday	Tuesday	Wednesday	Thursday	Friday	Online
	3:00 – 3:50 PM	3:00 – 3:50 PM	3:00 – 3:50 PM	3:00 – 3:50 PM	3:00 – 3:50 PM	3:00 – 3:50 PM
	7:00 – 9:00 PM	7:00 – 9:00 PM	7:00 – 9:00 PM	7:00 – 9:00 PM	7:00 – 9:00 PM	7:00 – 9:00 PM

This syllabus serves as the documentation for all course policies and requirements, assignments, and instructor/student responsibilities.

Information relative to the delivery of the content contained in this syllabus is subject to change. Should that happen, the student will be notified.

Course Description: 3 credit hours.

Intensive study of and practice in writing processes, from invention and researching to drafting, revising, and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement, and style. Focus on writing the academic essay as a vehicle for learning, communicating, and critical analysis.

Prerequisite(s): [ENGL 1301](#) or its equivalent.

Student Learning Outcomes:

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Develop ideas with appropriate support and attribution.
3. Write in a style appropriate to audience and purpose.
4. Read, reflect, and respond critically to a variety of texts.
5. Use Edited American English in academic essays.

Evaluation/Grading Policy:

Grades will be based on my evaluation of selected essays, literary projects, daily assignments, memory work, tests, and quizzes. Grades will be weighted as follows: Tests and essays, 50%, quizzes and daily assignments, 30%, and a comprehensive Final Exam, 20%.

Required Textbook(s):

Mirrors and Windows, American Tradition

Publisher: EMC/Carnegie Learning, Inc.

ISBN Number: 978-1-53385-857-3

Optional Instructional Materials: textbooks and various novels provided by Winnsboro High School

Minimum Technology Requirements: none

Required Computer Literacy Skills: none

Course Structure and Overview:

Daily class will involve lecture, reading, discussion, writing, tests, and quizzes, both announced and unannounced.

Communications: Students are required to use text messaging and Remind to communicate with instructor. Messages returned within 24 hours.

Institutional/Course Policy: Students are required to maintain regular attendance. Students are required to abide by all WISD rules as stated in the WISD Student Code of Conduct. No late work accepted, and no re-tests or re-quizzes as normally accepted at WHS. Any student not passing at any eligibility grade check will be dropped from course, with no financial reimbursement. WHS students admitted to dual credit courses are assumed to be of the most educational conscientious and best behaved students at WHS.

Alternate Operations During Campus Closure and/or Alternate Course Delivery Requirements

In the event of an emergency or announced campus closure due to a natural disaster or pandemic, it may be necessary for Northeast Texas Community College to move to altered operations. During this time, Northeast Texas Community College may opt to continue delivery of instruction through methods that include, but are not limited to, online through the Blackboard Learning Management System, online conferencing, email messaging, and/or an alternate schedule. It is the responsibility of the student to monitor NTCC's website (<http://www.ntcc.edu/>) for instructions about continuing courses remotely, Blackboard or Google Classroom for each class for course-specific communication, and NTCC email for important general information.

Additionally, there may be instances where a course may not be able to be continued in the same delivery format as it originates (face-to-face, fully online, live remote, or hybrid). Should this be the case, every effort will be made to continue instruction in an alternative delivery format. Students will be informed of any changes of this nature through email messaging and/or the Blackboard or Google Classroom course site.

NTCC Academic Honesty/Ethics Statement:

NTCC upholds the highest standards of academic integrity. The college expects all students to engage in their academic pursuits in an honest manner that is beyond reproach using their intellect and resources designated as allowable by the course instructor. Students are responsible for addressing questions about allowable resources with the course instructor. Academic dishonesty such as cheating, plagiarism, and collusion is unacceptable and may result in disciplinary action. This course will follow the NTCC Academic Honesty and Academic Ethics policies stated in the Student Handbook. Refer to the student handbook for more information on these subjects.

ADA Statement:

It is the policy of NTCC to provide reasonable accommodations for qualified individuals who are students with disabilities. This College will adhere to all applicable federal, state, and local laws, regulations, and guidelines with respect to providing reasonable accommodations as required to afford equal educational opportunity. It is the student's responsibility to request accommodations. An appointment can be made with the Academic Advisor/Coordinator of Special Populations located in Student Services and can be reached at 903-434-8264. For more information and to obtain a copy of the Request for Accommodations, please refer to the special populations page on the NTCC website.

Family Educational Rights and Privacy Act (FERPA):

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. FERPA gives parents certain rights with respect to their children's educational records. These rights transfer to the student when he or she attends a school beyond the high school level. Students to whom the rights have transferred are considered "eligible students." In essence, a parent has no legal right to obtain information concerning the child's college records without the written consent of the student. In compliance with FERPA, information classified as "directory information" may be released to the general public without the written consent of the student unless the student makes a request in writing. Directory information is defined as: the student's name, permanent address and/or local address, telephone listing, dates of attendance, most recent previous education institution attended, other information including major, field of study, degrees, awards received, and participation in officially recognized activities/sports.

Tentative Course Timeline (*note* instructor reserves the right to make adjustments to this timeline at any point in the term):**1st 9 Weeks (roughly):****1st 9 Weeks (roughly):**

Vocabulary List 17, 18

Activities dealing with summer work

Writing/grammar instruction

Journal writing

Descriptive writing

Freedom Writers with essay

Hamlet with literary analysis

The Taming of the Shrew with test

2nd 9 Weeks (roughly):

Vocabulary List 19, 20

Journal writing

Writing/grammar instruction

Annotated Bibliography or Research paper

Falling Leaves

Expository writing

Tests/Exams: several throughout the 18 weeks, including a comprehensive semester exam

Assignments: periodically throughout the 18 week semester