

**NEW RIVER COMMUNITY COLLEGE
DUBLIN, VIRGINIA**

COURSE PLAN

Course Number and Title: ENG 111, English Composition I (3 credits)

Prepared by: English Faculty Fall, 2018
(Instructor) (Date)

Approved by: *S. Tolbert-Hungry* Fall, 2018
(Interim Dean) (Date)

I. Course Description

Introduces students to critical thinking and the fundamentals of academic writing. Through the writing process, students refine topics: develop and support ideas; investigate, evaluate, and incorporate appropriate resources; edit for effective style and usage; and determine appropriate approaches for a variety of contexts, audiences, and purposes. Writing activities will include exposition and argumentation with at least one researched essay. Lecture 3 hours per week. 3 credits

II. Introduction

ENG 111 will prepare students for all other expected college writing and for writing in the workplace through understanding the writing process and creating effective texts.

To enroll in ENG 111, students must achieve satisfactory scores on the VPT-English placement test or the SAT, as established by the VCCS and adopted by their college, or have successfully completed ENF 1, ENF 2 or be co-enrolled in ENF 3.

English Department strongly recommends that students who are unfamiliar with writing on a computer take a word processing course.

III. Student Learning Outcomes

Goal One: The Writing Process

English 111 will help students discover that writing is a process that develops through experience and varies among individuals.

Upon successful completion of the course, the student shall be able to:

- A. Demonstrate prewriting skills
 - 1. limit topic

2. develop topic
 3. write a thesis sentence
 4. write a plan or outline
- B. Write unified compositions by making each sentence contribute to the thesis statement.
- C. Write coherent compositions through
1. clear, logical order
 2. appropriate use of transition
 3. clear pattern of organization
- D. Write paragraphs which demonstrate the use of primary and secondary supporting detail.
- E. Write effective introductory and concluding paragraphs.
- F. Write, using standard English and correct mechanics.
- G. Demonstrate the revision and editing process.

Goal Two: Critical Thinking for Writing

English 111 will develop students' ability to analyze and investigate ideas and to present them in well-structured prose appropriate to the purpose and audience.

Upon successful completion of the course, the student shall be able to:

- A. Demonstrate the ability to read, summarize, and respond to college-level texts – their own and others – of varying lengths.
- B. Produce 15-20 pages of finished, graded text, including at least one documented essay.
- C. Demonstrate rhetorical modes, including argumentation.
- D. Demonstrate knowledge of aspects of literature through class discussion and writing assignments based on assigned readings.
- E. Demonstrate the proper integration of borrowed material to avoid plagiarism (forms, etc., for documentation will be taught in English 112).

IV. Instructional Methods

- A. Lecture and class activities
- B. Peer evaluation and group discussion
- C. Instructor/student conference

V. Instructional Materials

Individual instructors may require textbooks unique to their course. Please consult your instructor's syllabi for more information. They also may indicate additional required materials, such as notebooks, dictionaries, etc. This information will be shared with students at the beginning of the semester.

VI. Course Content

- The writing process: prewriting, drafting, revising, editing, reflecting
- Finding and narrowing a topic
- Rhetorical modes
- Purpose, audience, and voice
- Focus and unity
- Organization, including openings and closings
- Transitions
- Primary and secondary details
- Summarizing
- Appropriate use of sources
- Introduction to basic concepts of academic research
- Clarity: syntax, semantics, and diction
- Sentence variety and coherence
- Critical reading
- Peer collaboration
- Grammar and mechanics
- Following assignment requirements
- Document design and appropriate format
- Library instruction/resources

VII. Evaluation

A. The final grade for the course will be determined as follows:

4-6 major composition assignments, totaling 15-20 pages of graded text (two of which must be written in class)	60%
Daily and other assignments and quizzes	10-30%
Final examination	10-30%

(By the end of the semester, the student should have written in class, using Standard English, a well-developed, coherent, and unified five-paragraph essay reasonably free of major mechanical errors.)

- B. The following grading scale will be used:
- A = 90-100
 - B = 80- 89
 - C = 70- 79
 - D = 60- 69
 - F = 0- 59

NOTE: Evaluation and attendance policies will vary according to individual instructors. These policies will be distributed in each class at the beginning of the semester.

NOTE for ENG 111 students also placing in ENF 3: ENF 3 and English 111 must be taken concurrently, per VCCS mandate. Also, students must pass both ENF 3 and English 111 to receive credit.

VIII. Attendance

Regular attendance at classes is required. When absence from a class becomes necessary, it is the responsibility of the student to inform the instructor prior to the absence whenever possible. The student is responsible for the subsequent completion of all study missed during an absence. Any instruction missed and not subsequently completed will necessarily affect the grade of the student regardless of the reason for the absence.

IX. Cheating Policy

Cheating includes:

1. Giving or receiving information pertaining to tests; and
2. Plagiarizing, which is defined as taking and using as one's own the writing or ideas of another. (Definition adapted from the American Heritage Dictionary.)

Any student found cheating on an assignment may receive a grade of zero for that assignment with no opportunity to make it up. Blatant plagiarism can result in a grade of “F” for the course.

Personal electronic devices cannot be accessed during final exams, tests, and/or other assignments as indicated by the instructor.

X. Withdrawal Policy

Student Initiated Withdrawal Policy

A student may drop or withdraw from a class without academic penalty during the first 60 percent of a session. For purposes of enrollment reporting, the following procedures apply:

- a. If a student withdraws from a class prior to the termination of the add/drop period for the session, the student will be removed from the class roll and no grade will be awarded.

- b. After the add/drop period, but prior to completion of 60 percent of a session, a student who withdraws from a class will be assigned a grade of “W.” A grade of “W” implies that the student was making satisfactory progress in the class at the time of withdrawal, that the withdrawal was officially made before the deadline published in the college calendar, or that the student was administratively transferred to a different program.
- c. After that time, if a student withdraws from a class, a grade of “F” or “U” will be assigned. Exceptions to this policy may be made under documented mitigating circumstances if the student was passing the course at the last date of attendance.

A retroactive grade of “W” may be awarded only if the student would have been eligible under the previously stated policy to receive a “W” on the last date of class attendance. The last date of attendance for a distance education course will be the last date that work was submitted.

Late withdrawal appeals will be reviewed and a decision made by the Coordinator of Admissions and Records.

No-Show Policy

A student must either attend face-to-face courses or demonstrate participation in distance learning courses by the last date to drop for a refund. A student who does not meet this deadline will be reported to the Admissions and Records Office and will be withdrawn as a no-show student. No refund will be applicable, and the student will not be allowed to attend/participate in the class or submit assignments. Failure to attend or participate in a course will adversely impact a student’s financial aid award.

Instructor Initiated Withdrawal

A student who adds a class or registers after the first day of class is counted absent from all class meetings missed. Each instructor is responsible for keeping a record of student attendance (face-to-face classes) or performance/participation (DE classes) in each class throughout the semester.

When a student’s absences equal twice the number of weekly meetings of a class (equivalent amount of time for summer session), the student may be dropped for unsatisfactory attendance in the class by the instructor.

Since attendance is not a valid measurement for Distance Education (DE) courses, a student may be withdrawn due to non-performance. A student should refer to his/her DE course plan for the instructor’s policy.

In accordance with the No-Show Policy, a student who has not attended class or requested/accessed distance learning materials by the last day to drop the class and receive a refund must be withdrawn by the instructor during the following week. No refund will be applicable.

When an instructor withdraws a student for unsatisfactory attendance (face-to-face class) or non-performance (DE class), the last date of attendance/participation will be documented. Withdrawal must be completed within five days of a student’s meeting the

withdrawal criteria. A grade of “W” will be recorded during the first sixty percent (60%) period of a course. A student withdrawn after the sixty percent (60%) period will receive a grade of “F” or “U” except under documented mitigating circumstances when a letter of appeal has been submitted by the student. A copy of this documentation must be placed in the student’s academic file.

The student will be notified of the withdrawal by the Admissions and Records Office. An appeal of reinstatement into the class may be approved only by the instructor.

XI. Disability and Diversity Statements

If you are a student with a documented disability who will require accommodations in this course, please register with the Disability Services Office located in the Advising Center in Rooker Hall for assistance in developing a plan to address your academic needs.

The NRCC community values the pluralistic nature of our society. We recognize diversity including, but not limited to, race, ethnicity, religion, culture, social class, age, gender, sexual orientation and physical or mental capability. We respect the variety of ideas, experiences and practices that such diversity entails. It is our commitment to ensure equal opportunity and to sustain a climate of civility for all who work or study at NRCC or who otherwise participate in the life of the college.

Evacuation Procedure: Please note the evacuation route posted at the classroom doorway. Two routes are marked in case one route might be blocked.