

ENGL 1301 — Composition I

Frank Phillips College

General Course Information

Credit Hours: 3

General Education Core Curriculum Course

Prerequisite

Passage of or exemption from the Writing and Reading sections of a TSI approved test or completion of INRW 0322 with a grade of C or better. ENGL 1301 is a pre-requisite for all 2000-level literature courses.

Course Description

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.

THECB Approval Number23.1301.51 12

Statement of Purpose

Through the Texas Core Curriculum, students will gain a foundation of knowledge of human cultures and the physical and natural world, develop principles of personal and social responsibility for living in a diverse world, and advance intellectual and practical skills that are essential for all learning.

Core Objectives Required for Communication Courses

Courses in this category focus on developing ideas and expressing them clearly, considering the effect of the message, fostering understanding, and building the skills needed to communicate persuasively.

Courses involve the command of oral, aural, written, and visual literacy skills that enable people to exchange messages appropriate to the subject, occasion, and audience.

- **Critical Thinking Skills** – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information
- **Communication Skills** – to include effective development, interpretation and expression of ideas through written, oral and visual communication
- **Teamwork** – to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal
- **Personal Responsibility** – to include the ability to connect choices, actions and consequences to ethical decision-making

Required Core Objective	Activity Related to Core Objective
Communication – to include effective development, interpretation, and expression of ideas through written, oral, and visual communication	Students will complete a 500 – 1000 word Summary/Response Essay demonstrating holistic mastery of the objectives of written communication.
Communication – to include effective development, interpretation, and expression of ideas through written, oral, and visual communication	Students will complete an analytical essay of 500 or more words demonstrating holistic mastery of the objectives of written communication.
Communication – to include effective development, interpretation, and expression of ideas through written, oral, and visual communication	Students will demonstrate proficiency in visual and oral communication through utilization of various media in the classroom.
Critical Thinking Skills – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information	Students will complete a 500 word essay utilizing creative thinking, inquiry, analysis, and evaluation skills.
Critical Thinking Skills – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information	Students will utilize creative thinking, innovation, inquiry, analysis, and evaluation on reading quizzes and/or journal entries over the course's required texts.
Critical Thinking Skills – to include creative thinking, innovation, inquiry, and analysis, evaluation and synthesis of information	Students will utilize creative thinking, innovation, inquiry, analysis, and evaluation during in-class writing assignments.
Teamwork—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.	Students will complete a group presentation of an artifact (powerpoint, presi, poster, etc.) utilizing the ability to consider different points of view and to work effectively with others.
Teamwork—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.	Students will complete a group presentation utilizing the ability to consider different points of view and to work effectively with others. Upon completion of the presentation, students will do peer contribution assessment.
Teamwork—to include the ability to consider different points of view and to work effectively with others to support a shared purpose or goal.	Students will complete a group presentation.
Personal Responsibility – to include the ability to connect choices, actions, and consequences to ethical decision-making	Students will complete a group paper or project utilizing the ability to connect choices, actions, and ethical decision making to their role within the group.
Personal Responsibility – to include the ability to connect choices, actions, and consequences to ethical decision-making	Reading quizzes and/or journal entries will demonstrate a preparedness on the students' part before class discussion begins.
Personal Responsibility – to include the ability to connect choices, actions, and consequences to ethical decision-making	Students will be evaluated using various data on attendance, tardiness, and or completed assignments to evaluate choices, actions, and consequences to the decisions made in the classroom

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.

Methods of Evaluation

Category	Percentage
Formal Composition/ Projects	70%
Weekly/ Daily Assignments and Activities	10%
Style Book	20%
Total	100%

Academic Honesty and Integrity

Students attending Frank Phillips College are expected to maintain high standards of personal and scholarly conduct. Academic dishonesty including, but not limited to, cheating, collusion (working with anyone else to produce work for which you take credit without the professor's permission), utilizing resources such as books and notes for a test without the professor's permission, and plagiarism is considered a serious offense and may result in disciplinary actions including:

- A grade of 0 for the test or assignment
- A semester grade of F for the course
- Administrative withdrawal from the course
- Academic suspension
- Notation of the student's transcript of "Academic Dishonesty."
- ***Faculty members have the right to assign a failing grade to a student who is guilty of academic dishonesty at any point during a semester. Faculty members may prohibit a student from dropping a course when academic dishonesty is discovered. However, if a student has dropped the course in accordance with the rules and dates applied to dropping a course and prior to the discovery of academic dishonesty, the grade of W will stand. Students currently enrolled in a course and students who have completed a course (A, B, C, D, CT, and I) may have a grade changed to an F if academic dishonesty is discovered. The faculty member must notify the student of the change to the final grade within one week of facilitating the change. The student will have the opportunity to appeal the final grade change according to the college policy stated in the catalog.

Class Attendance

Regular attendance is necessary for satisfactory achievement. Therefore, it is the responsibility of the student to attend class in accordance with requirements of the course as established by the instructor. Students will be excused from class without penalty when either representing the college in an approved activity or having an approved reason for not attending. Reasons for absences must be approved by the instructor of the course. These exceptions do not relieve the student of the responsibility of making up the missed work as

designated by the instructor concerned.

Students who enroll in one or more college-preparatory course(s) because of TSI deficiency will be administratively withdrawn from all classes if the course in which they are excessively absent is their only preparatory course. For a student enrolled in more than one preparatory course, the student may be dropped from only the course affected by absences.

Any student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day, provided that proper notification of the absence is given to the instructor of the course missed. The student should notify the instructor within the first fifteen (15) days of the semester that he or she intends to be absent on the specified holy day.

Cell Phones and Other Electronic Devices Procedure:

Cell phones and electronic devices in the classroom create a distraction for both students and faculty. Cell phones are also considered suspicious during test taking. Therefore, Frank Phillips College outlines the procedure for handling cell phone usage in a classroom as follows:

1. First Offense: the student will be warned verbally by the instructor to turn off the cell phone or electronic device or by appropriate administrative personnel at distance sites. The instructor will make a notation of the infraction.
2. Second Offense: the student will be asked to leave the class period for the day and will receive zeroes for any work done in class on that day; a student receiving instruction through remote connection at an off-campus site will be required to attend the class face to face in Borger from this class date forward.
3. Third Offense: the student will be administratively withdrawn from the class in which the infraction occurred and will receive no refund for the class.

Students should leave the college's main number with an appropriate contact in case of an emergency.

Borger: (806) 457-4200, ext. 0 or 886-5047 after hours

Dalhart: (806) 244-7669

Perryton: (806) 648-1450

Grievance Policy

If you have a dispute concerning your grade or policies in this class, it is your responsibility to FIRST contact the instructor, either by e-mail or in person, to discuss the matter. Should things remain unresolved after this initial contact, please follow the procedures described in the Academic Policies section of the Frank Phillips College Catalog. In the vast majority of cases, the matter can be resolved at the instructor/student level, and learning to communicate your concerns in a civilized manner is part of the college experience.

Important Information

Frank Phillips College is a Microsoft Office Campus. You must submit your electronic assignments in Microsoft Office programs only. If you do not have Microsoft Office, you may use one of the computer lab sites on campus for your class work.

Scans/Or Core Competencies That Will Be Addressed in the Class

Resources:

Allocates Time
Allocates Money
Allocates Material & Facility Resources

Interpersonal:

Participates as a Member of a Team
Teaches Others
Serves Clients/Customers
Exercises Leadership
Negotiates to Arrive at a Decision
Works with Cultural Diversity

Technology:

Selects Technology
Applies Technology
Maintains & Troubleshoots Technology

Basic Skills:

Reading
Writing
Arithmetic
Mathematics
Listening & Speaking

Information:

Acquires & Evaluates Information
Organizes & Maintains Information
Uses Computers to Process Information

Thinking Skills:

Creative Thinking
Decision Making
Problem Solving
Seeing Things in the Mind's Eye
Knowing How to Learn
Reasoning

Systems:

Understands Systems
Monitors & Corrects Performance
Improves & Designs Systems

Personal Qualities:

Responsibility
Self-Esteem
Sociability
Self-Management
Integrity/Honesty