



**21 Fall Semester**

## **Introduction to College Writing**

### **ENG 091.04**

**Number of Credits:** 3

**Days Class Meets:** Tuesdays and Thursdays

**Meeting Times:** 11:00 AM – 12:23PM

**Location:** Justin Whiting Hall – Room 202

**Instructor:** Dave DeBaker

**Contact Phone:** (734) 224-8676 – Text prior to calling.

**Contact Email:** debakerdavidr@jccmi.edu

**Office Hours:** 8:00 AM to 10:30 AM Monday/Wednesday – Tuesday/Thursday 8:30 AM to 9:30 AM & 12:30 PM to 2:00 PM – Bert Walker Hall Room 254. **Also available on Zoom during these times.**

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### **Textbook**

Same textbook as ENG 131.

### **Overall Class Grade**

20% = Participation

20% = Graded Exercises

60% = Final Portfolio

### **Participation – 20%**

This % is determined by regular class attendance (see below), completing all the weekly assignments, showing work on your Portfolio Essays, and general involvement in the class.

### **Graded Exercises – 20%**

Any assignment with points

### **Final Portfolio 60%**

Same Portfolio as ENG 131

### **Turning assignments in**

All assignments must be turned in through JetNet. No emailing of assignments. Any assignments emailed will not be counted as turned in.

## Late Work

**Graded Exercises** can be turned in up to 1 after due date.

**Essay stages** turned in late will get 0 points. If arrangements are made, I may accept essay stages late, which will still allow you to get feedback.

If you have life issues or problems, just keep in touch and let me know. Exceptions can be made.

## Attendance & Participation Policy/Being dropped from the class

- If you miss 3 classes in a row without contacting me through email or texting me, **you will be dropped from the class.**
- If you have 8 or more absences in a semester, **you will automatically receive a 0.0 for the entire course.**

## Missing Class and Participation Grade

Absences affect your Participation Grade as follows:

3 to 4 = highest **Participation Grade** possible is 3.0

5 to 6 = highest **Participation Grade** possible is 2.5

7 or more = a potential **Participation Grade** of 0.0

## Caveat

Please note: The format and timing of this course may need to change due to unforeseen circumstances. In particular: school closings, instructor illness, weather, or other situations that may arise. If you are taking an in-person class, you will be required to complete a Reintegration Video Training course in JetNet prior to being admitted to campus. All COVID safety protocols in place are based on current guidelines and will be enforced while students are on campus.

## Course Description

This is an intensive course to give students a strong foundation for the work of English 131. Students explore genres in order to meet the expectations of audiences for a variety of purposes. A personal approach helps students enhance their writing abilities, resolve writing problems, and explore writing strategies. An end-of-semester portfolio is required.

## Prerequisite(s)

Prerequisites: ENG 086; Co-requisite ENG 091

## Course Goals

The Board of Trustees has determined that all Jackson College graduates should develop or enhance certain essential skills while enrolled in college courses. These goals are in concert with four-year colleges and universities and reflect input from the professional communities we serve. GEOs guarantee students achieve goals necessary for graduation credit, transferability, and professional skills needed in many certification programs. For ENG 131, GEO #1 is the required outcome:

### **General Education Outcome 1: Write clearly, concisely and intelligibly**

At a minimum, students must demonstrate proficiency in academic, professional, and personal writing through the knowledge and use of write to learn practices; rhetorical strategies; research methodologies; and genre and writing conventions. In order to fulfill this outcome and prepare students for careers, the course will focus on the following skills:

- Process—using pre-writing, drafting, revising, editing
- Purpose and Audience—understanding how purpose and audience influence style and tone
- Organization and Development—using effective organizational structure, examples and details to support ideas and content
- Meaning/Understanding—researching and writing for further understanding and knowledge
- Use of Sources & Documentation—demonstrating appropriate documentation
- Language—attempts and practices correct grammar and mechanics

## Course Objectives

1. Learning, understanding, and improving how you approach writing in a variety of forms and genres.
2. Taking ownership over your writing and knowing what you need to do in order to develop a complete and polished piece of writing
3. Understanding and improving your use of technology in writing and technology in general.
4. Develop your critical thinking skills to enhance things like revising, editing, choosing sources, problem solving.

5. Practicing thinking about your thinking, so you are able to achieve all the above objectives

## Failure

Failure to turn in a portfolio in which I have read and commented on all 3 essays submitted will result in an automatic 0.0 for the course

## Academic Honesty Policy

Academic Honesty is defined as ethical behavior that includes student production of their own work and not representing others' work as their own, by cheating or by helping others to do so.

## Plagiarism

Plagiarism is defined as the failure to give credit for the use of material from outside sources. Plagiarism includes but is not limited to:

- Submitting other's work as your own
- Using data, illustrations, pictures, quotations, or paraphrases from other sources without adequate documentation
- Reusing significant, identical or nearly identical portions of one's own prior work without acknowledging that one is doing so or without citing this original work (self-plagiarism)

## Cheating

Cheating is defined as obtaining answers/material from an outside source without authorization. Cheating includes, but is not limited to:

- Plagiarizing in any form
- Using notes/books/electronic material without authorization
- Copying
- Submitting others' work as your own or submitting your work for others
- Altering graded work
- Falsifying data
- Exhibiting other behaviors generally considered unethical
- Allowing your work to be submitted by others

## Accessibility

Jackson College understands that cultivating a broadly diverse community is crucial to our educational mission and to our foundational commitment to leadership and service. Jackson College is fully committed to ensuring our courses are accessible to everyone including those with disabilities. We are currently working to increase accessibility and usability of our course materials in order to meet or exceed the requirements of Section 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1991 and Web Content Accessibility Guidelines (WCAG) 2.0. For more information about Jackson College's efforts to ensure accessibility please visit the [Jackson College accessibility web page](#).

If you have an accessibility need in any of our classes please email the Center for Student Success at [JCCSS@jccmi.edu](mailto:JCCSS@jccmi.edu) or visit the [Center for Student Success web page](#).

At the Center for Student Success (CSS), we are committed to providing all students the opportunity to achieve academic success by providing a variety of support services free of charge to Jackson College students. This includes, but is not limited to, peer and faculty tutoring, mental health referral, temporary assistance with transportation, various workshops/seminars, and the TRIO program.

In addition, the CSS staff is committed to adapting the College's general services to meet the individual needs of otherwise qualified students with disabilities, for the purpose of providing equal access to all programs and facilities.

## **Course Makeup Policy**

Once your course grade is submitted it cannot be changed. A student may request an incomplete prior to the end of the semester if at least 70% of the coursework is completed.

## **Preferred Name**

If you have a preferred first name and/or specific gender pronouns you would like me to use (whether the traditional pronouns of she/her/hers or he/him/his, or alternative, non-binary pronouns such as they/them/theirs, ey/em/eirs, or zie/zim/zirs), please let me know. Let me know which specific pronoun you prefer.

## **Help**

### **The Center for Student Success**

Located in Bert Walker Hall, Room 138, the Center provides tutoring and other services. Please call (796-8415) or visit, when campus is open, for more information. The staff are there to help students succeed in their studies, so they should not hesitate to make use of this valuable, *free* resource for any of their classes.

Link - <https://www.jccmi.edu/center-for-student-success/writing-center/>

### **The Writing Fellows**

Writing Fellows provide free writing support to JC students in all disciplines or programs of study from astronomy to zoology. We can help you no matter where you are in the writing process – from collecting material at the beginning to properly citing sources at the end of the process. We offer online/e-mail tutoring services for online students.

Link - <https://www.jccmi.edu/english/writing-fellows/#jc-tabs-1-tab-0>

### **The Oasis Center**

Located in Justin Whiting Hall, the Oasis Center provides counseling and a variety of mental health and substance abuse resources. Call 517.990.1300 or After-Hours: 517.787.7920.

Link - <https://www.jccmi.edu/the-oasis-center/>

## Academic Advising

It is important to contact a Center for Student Success professional prior to the start of the semester in order to receive accommodations in a timely manner. While we will make every effort to coordinate accommodations in a timely manner, failure to self-identify prior to the start of the semester may delay notification to instructors and timeliness of acquiring accommodations. Accommodations do not automatically carry over to the next semester. Please email [JCCSS@jccmi.edu](mailto:JCCSS@jccmi.edu) or visit the [Accommodations for Students with Disabilities](#) web page

## Calendar

Below is a rough outline of how the course will be laid out during the semester.

This schedule is VERY subject to change

The schedule follows the ENG 131 schedule. But with different assignments posted for ENG 091.

**Be sure to check the ENG 091 JetNet page for your assignments and due dates**

## Important Dates:

<b>MONDAY 09/06/2021</b>	<b>LABOR DAY HOLIDAY-NO CLASSES</b>
<b>WEDNESDAY 11/24- SUNDAY 11/28/2021</b>	<b>THANKSGIVING HOLIDAY-NO CLASSES</b>
<b>SATURDAY 12/18/2021</b>	<b>END OF FALL SEMESTER</b>