



English 092, Section D – Developmental English

Fall 2010

10:30-11:20am, Monday – Friday, B242

Instructor: David Kopp

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Office: R230-W

Office Hours: M-F 8-9am, M/W 11:30-1:30pm, and by appointment

Email: david.kopp@bellevuecollege.edu

- When sending emails, you must use your Bellevue College email account and include “English 092, Section D” in the subject line.

Required Texts and Materials

Real Writing with Readings: Paragraphs and Essays for College, Work, and Everyday Life. 5th Ed. by Susan Anker.

Journal * any composition or spiral notebook will do; however, your journal will be used exclusively for journal assignments. (you may take notes, write down homework, etc. in a different notebook)

USB floppy drive/memory stick – strongly recommended

Dictionary and Thesaurus – strongly recommended

Stapler – strongly recommended

What You Can Expect From Me

My role as your instructor is to facilitate the learning process and offer assistance concerning resources for this course and the larger campus community. I will come to class prepared to respectfully engage your thoughts, ideas and suggestions. You can also expect me to assess your work in a timely manner, and provide careful and thoughtful feedback. You are, of course, entitled to discuss your assessment with me at any time. My classes are safe places where respect is a value that is present in nearly everything we do and how we communicate with each other. My classroom embraces our differences and will take advantage of our unique individual attributes, lifestyles, experiences and backgrounds. I will not tolerate any intentional disrespect towards any member in the classroom. No matter the religion, creed, sexual orientation/identity, socioeconomic background, native language or cultural practices and traditions, everyone has an important and equal role in our class, the learning process and the success we will obtain throughout the quarter!

Course Description, Objectives and Learning Outcomes

English 092 is designed to develop both your writing and reading skills with emphasis on the sentence, paragraph and short essay. You will do much of the preparatory work for these assignments—working plans and rough drafts—for classroom exchange and peer editing. The point of this work is to help you learn how writers go about writing and to help you improve your approaches to the types of writing assignments you will likely encounter in college and beyond. Additional attention will be given to reading strategies and individual grammatical usage errors. There will be daily/weekly homework assignments and a quarter-long journal activity. Your success in the course depends on your level of commitment to all of these areas of study.

Upon successful completion of this class, you will be able to demonstrate that you...

- Use all stages of the writing process effectively
- Identify the needs of your audience
- Produce a substantive topic
- Create a unified, coherent, and well-developed piece of writing which consistently follows appropriate conventions of Standard English
- Use a variety of purposes for essay construction, such as analysis, exposition, and/or persuasion.
- Demonstrate ability to recognize some strengths and weaknesses in your own writing, based on specified criteria.

English 092 Class Policy

Students must make their best effort to attend ALL scheduled class sessions.

Class participation: Regular attendance is required for active learning. Much of class time will be spent learning new skills or working as a group. Thus, it is impossible to “make up” a missed class. Attendance and active participation contribute considerably to the quality of this course and help us meet the course requirements and learning outcomes. Class participation is central to our process of practicing listening and communication skills, thinking critically and ethically about ideas and opinions of divergent perspectives, and sharpening self-reflexive, cooperative, and collaborative argumentation skills. Through this process we can construct informed, critical, cross-cultural analyses of reading, writing, and critical thinking. If you miss a class, it is your responsibility to contact me (david.kopp@bellevuecollege.edu) or one of your peers for any assignments you may have missed. Excessive tardiness or failure to participate in the work of the class is considered equivalent to an absence.

1. *Excess unexcused absences could result in a "no credit" grade for the course, meaning you will need to re-take the course.* Do not interpret this policy to mean that you are entitled to "free" absences. You are expected to attend all class meetings.
2. *Arrive on time.* Because of group activities, you will hinder other student's learning if you arrive late. A late arrival therefore *may* count as an unexcused absence; when late, confer with me to see if this will be the case.
3. *Coming to any class or meeting unprepared, and thus unable to participate, will count as an unexcused absence.*
4. *Submit assignments complete and on time*

All out-of-class assignments should be computer generated and saved where accessible at a later date for further revisions, or as a backup copy should you need one.

Please double-space, use an easy to read 12 point font, and leave generous one inch margins on either side of your paper.

All papers must be appropriately titled (type of assignment, your name, my name, course number, and date of submission at the top of the first page.

Your out-of-class written work must be stapled. I will not accept un-stapled papers, nor will I provide a stapler in the classroom. It is your responsibility to prepare your assignments BEFORE arriving to class. All papers must be turned in as a hard copy unless otherwise noted.

I will not accept your assignment without the inclusion of these elements, and your paper will automatically fall into the "late" category.

Note: Emergencies and serious issues can and do happen; however, bad planning or simply forgetting is not an emergency. If you have a genuine emergency, you will need to contact me *before* the assignment is due, otherwise your paper will be assessed as late. (Emailing me minutes before or during the class is irresponsible and will not be considered ample time to grant you an extension.) Should you find yourself in a situation where you did not complete an assignment by the due date for reasons other than an emergency, still come to class on the day it is due. If you miss class you will only fall further behind.

5. Technology policy: Ipods, cell phones, laptops, etc. must be put away, turned off, and disregarded BEFORE class begins and during the class period. While these are instrumental tools outside of class, they distract from the purpose of this course, which focuses on reading, writing and pertinent class discussion among fellow students. Offending this policy will take credit away from your participation evaluation.

Written Work Revision Policy

All written work should be proofread before you turn them in for content, development, organization, style, format, grammar, punctuation and spelling. Pay special attention to feedback offered by the instructor and peers; ignoring substantive comments made on your papers and simply “surface editing” does not constitute revision. If you follow the aforementioned steps in the writing process, you may revise assessed work by incorporating my comments and suggestions for a better grade.

Affirmation of inclusion

Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination. We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect. <http://bellevuecollege.edu/about/goals/inclusion.asp>

Student code

“Cheating, stealing and plagiarizing (using the ideas or words of another as one’s own without crediting the source) and inappropriate/disruptive classroom behavior are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to: talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Vice President of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services.” The Student Code, Policy 2050, in its entirety is located at: http://bellevuecollege.edu/policies/2/2050_Student_Code.asp

Public Safety

The Bellevue College (BC) Public Safety Department’s well trained and courteous non-commissioned staff provides personal safety, security, crime prevention, preliminary investigations, and other services to the campus community, 24 hours per day, 7 days per week. Their phone number is 425.564.2400. Public Safety is located in K100 and on the web at: <http://bellevuecollege.edu/publicsafety/>

- Please refer to the “Student Services and Support Areas” handout for information regarding the DRC, TRIO, MCS, Student Programs, Academic Advising, Financial Aid, Counseling Center, etc. I will introduce you to a wide variety of campus resources that are here for you!

Grading

<u>Assignment</u>	<u>points towards course grade</u>
* 3 Essays (including all drafts, essay assignments and peer review workshops)	200
*10 Written Responses	75
*4 Grammar/Structure Quizzes	80
*Journal	20
*Participation and Attendance	50
*Final Portfolio	75
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Total	500 points

A:	100-95%
A-	95-90%
B+:	89-87%
B:	86-85%
B-:	84-80%
C+:	79-77%
C:	76-75%
C-:	74-70%
D:	69-60%
F:	59 or fewer