COURSE SYLLABUS

ENG 1101-D407 (#35969**)**
Dates: 8/27/2018 to 12/21/2018

FACULTY INFORMATION

Instructor: Dr. Patrick Corbett, Assistant Professor of English

Office: Namm #520
Telephone: (718) 260-5429 (office)
Email: plcorb@gmail.com (preferred)
                           pcorbett@citytech.cuny.edu

Office Hours: T 10:30 a.m. to 11:30 a.m.
                           TH 5:00 p.m. to 6:00 p.m.
                           Other times on a case-by-case basis (contact me).

You can also send me your questions (but not assignments) via email. If an email response is necessary, you can usually expect it within 24 hours.

COURSE INFORMATION

Course Name: English Composition I

Credits: 3 (4 hours)
Course Format: Lecture Classroom/Conference Hour
Course Meeting Times: T/TH 2:30 p.m. to 3:45 p.m. (M305) (classroom meetings)
                           T 4:00 p.m. to 4:50 p.m. (N402) (mandatory conference hour)

Pre-requisites: CUNY Certification in Reading and Writing

Catalog Description: "This is a course in effective essay writing and basic research techniques, including use of the library. Demanding readings are assigned for classroom discussion and as a basis for essay writing."

What We Do: English 1101 – College Composition I (a.k.a. Re-Thinking Writing) uses a variety of texts written by scholars, intellectuals, students, bloggers, as well as our own class discussions to prepare you for frequent and extensive writing, both formal and informal. You will work intensively to develop the perspectives, practices, and skills necessary to produce better writing under any set of circumstances.
                           Most importantly, you will learn how to better use writing to empower yourself as a person with something to say in the world, whatever that

(hopefully not evil) thing is. As part of this, you will learn how to develop and frame your texts, how to conduct inquiry in support of your ideas, how to develop these ideas through a series of related writing processes, and how to use rhetoric and argument to synthesize ideas and connect them to particular audiences.

By the end of this course, you must be able to research, organize, write, revise, and present texts that are clearly written with original and critical ideas. But that's obvious, right? Why else on Earth would you dedicate so much of your precious time and energy to college if you can't make yourself be heard in the world? No matter what else you want for your future, you need to be able to write effectively to achieve it. Don't believe me? Then this class is for you!

This course stresses:

- Reading and listening critically and analytically,including identifying an argument's major assumptions and assertions and evaluating its supporting evidence.

- Writing clearly and coherently in varied, academic formats (such as formal essays, research papers, and reports) using standard English and appropriate technology to critique and improve one's own and others' texts.

- Demonstrating research skills using appropriate technology, including gathering, evaluating, and synthesizing primary and secondary sources.

- Supporting a thesis with well-reasoned arguments, and communicating persuasively across a variety of contexts, purposes, audiences, and media.

- Formulating original ideas and relating them to the ideas of others by employing the conventions of ethical attribution and citation.

Textbooks: Besides assigned readings that will be provided to you by me, we will also be reading essays from *Writing Spaces: Readings on Writing, Volumes 1 & 2* (http://writingspaces.org/).

Writing Spaces is an open access series of essays written directly to undergraduate students like yourselves by experts in the fields of rhetoric and writing. These essays demonstrate how these experts think through the kinds of writing challenges that you will be facing in this course. You will need the ideas in these essays to break down the complex problems found in our class assignments (and the final exam).

- Writing Spaces, Vol. 1 can be downloaded in its entirety at the link below: https://bit.ly/2MPRxjj

- Writing Spaces, Vol.2 can be downloaded in its entirety at the link below: https://bit.ly/2MUC6X2

Capabilities:

I recommend that you possess the skills and access to the technology listed below:

- A PC or Mac with Microsoft Word or Open Office (MS Works will not be sufficient).
- Cloud drive storage (Dropbox, Google Drive, etc.), *and* a USB flash drive (1GB or larger).
- A stable high-speed Internet connection with the ability to hear sound and view video.
- Moderate to high ability using a computer keyboard and mouse.
- Basic experience with using the Internet for research.
- Willingness to learn to use the OpenLab digital learning community.
- Familiarity with our college's computer laboratories, or access to a personal printer to print course materials and assignment drafts.

COURSE STRUCTURE

ENG 1101 (D407) is a 15-week regular semester course that meets twice per week for 75 minutes each meeting, and once per week for 50 minutes of hands-on work. The course also maintains an OpenLab workspace and a Google Drive document repository. The presentation of this course is a combination of short lectures and demonstrations, class discussions, small group work, and hands-on workshops.

To be successful in this course, you must be prepared for *significant* weekly work that involves both reading and writing. There is absolutely no way around this and how well handle the workload will determine, in large part, your success. Generally, you will have shorter assignments due on Thursday, and longer assignments due on Tuesday.

You can expect to do six or more hours per week of outside reading and writing for this class. You should break this work up over the entire week and the weekend. You will need to be prepared for discussion activities each class. Your preparedness is **crucial** to the intellectual quality of our class, your learning, and your preparation to be successful in your goals and aspirations.

More than 90% of the students who fail or drop this course do so because they are unable to keep pace with the workload. Less than 10% fail or drop because of the difficulty of the material.

Course Competencies:	The course competencies for ENG 1101 are determined by the College and can be found here: https://bit.ly/2BPaY7H
Blackboard:	This course does not use the Blackboard OLS.
CUNY OpenLab:	This course use OpenLab. You can find our OpenLab course space here: https://bit.ly/2PDzOdA
Google Drive:	All course assignments and materials will go into a shared Google Drive folder called "Course Documents Archive." You will be able to access and print copies of course materials at any time from this folder. You will also have an individual folder shared with you. You will upload your completed assignments to this individual folder for my review. Only you and I will have access to your individual folder. Your shared folder is the only way I accept course materials for evaluation.

CLASS POLICIES

Student Responsibilities: Students are expected to be familiar with CUNY and City Tech policies and procedures. Many of the important policies and procedures are in the College Catalog on the City Tech website, located here:

http://www.citytech.cuny.edu/catalog/docs/catalog.pdf

Additionally, you must accept full responsibility for the consequences of your words, your actions, as well as any classes and/or work that you miss. You must come physically, emotionally, and intellectually prepared to perform under the pressures associated with a structured learning environment.

Most importantly, remember these conditions of success in any writing class:

- Do not panic.
- Remain mindful.
- Ask questions.
- Never give up!

Instructor Duties: As your professor, I commit to communicating openly and frequently with you about this course. I will maintain a professional and safe learning environment that adheres to the policies of the College. You can expect a reply to communication, be it via e-mail, or in person, within 24 hours (when necessary). If you have a problem with this class, my evaluation of your performance, or any other aspect of our professional relationship, please reach out to me to discuss your concerns.

Class participation: Obviously, you are expected to participate. Students who participate in the intellectual life of a course learn more, earn better grades, are more prepared to excel in the professional workforce, and achieve more in their lives.

As the professor of this course, I am responsible for maintaining the conditions that facilitate your learning, but only you can actively engage those conditions. If you are not participating in this class then you are wasting your precious money and time, and you will not acquire the degree of skill necessary to ensure your future professional success.

Attendance: Your attendance is recorded and reported to the college according to City Tech policy. Because this course is designed as a hands-on experience (meaning that you actually *work* in class) missing even one class will impair your ability to complete future assignments. Student who miss many classes typically don't complete their assignments and fail the course in an excruciating fashion.

If you decide not to complete the course, be sure to drop the class. **Do not simply stop attending or you will earn a WU grade.** A WU grade will put a hold on your university account, freeze your financial aid, and initiate a "claw back" of financial aid you received for this course. It's a bad situation that you can easily avoid.

There are no excused absences**.** Be professional about your attendance and avoid unnecessary failure and suffering.

Late arrival: Arrive for class and be prepared to begin on time. Late arrivals are disruptive and disrespectful to your peers. They also earn you special prizes. Likewise, do not prepare to leave until you are dismissed. Plan in advance for adverse travel conditions like MTA delays. My advice is to treat this class like a job--show up on time, leave on time, be communicative about your needs, get your work done, and do it well.

New York City College of Technology Policy on Academic Integrity:

Students and all others who work with information, ideas, texts, images, music, inventions, and other intellectual property owe their audience and sources accuracy and honesty in using, crediting, and citing sources. As a community of intellectual and professional workers, the College recognizes its responsibility for providing instruction in information literacy and academic integrity, offering models of good practice, and responding vigilantly and appropriately to infractions of academic integrity. Accordingly, academic dishonesty is prohibited in The City University of New York and at New York City College of Technology and is punishable by penalties, including failing grades, suspension, and expulsion. The complete text of the College policy on Academic Integrity may be found in the College Catalog.

Submitting Work: All work must be posted to your Google Drive folder by the time and day specified on the assignment sheet using the document type (.doc, .rtfk or .docx) and file name required. For the sake of sanity (primarily mine), I do not accept or even acknowledge coursework that is submitted by email.

City Tech Email: Course communications will be delivered to your student email, accessed here: http://cis.citytech.cuny.edu/Student/it_student_email.aspx.

Electronic Devices: College-wide policy prohibits you from using personal communications devices for non-instructional purposes in class, which is from 2:30 a.m. until 3:45 p.m. Your use of these devices disrupts class business. If you must use your phone, please excuse yourself from the classroom. Do not engage in texting conversations or video watching while in class. Please remove your listening accessories before you enter the classroom.

Recording: No audio-visual recording of any person for any purpose is allowed in the classroom without a signed media release form from every person in attendance (including me) or an ADA accommodation. Violating this rule will result in academic misconduct sanctions at the College level.

Use of Social Media: Please do not use class time to explore or update these sites.

Class Cancellation: Official closures will be announced on local public radio stations and the City Tech website. If you are unable to safely come to campus, please notify me via email. Coursework is due whether we have class or not.

GRADING METHODS

As your professor, I use a variety of evaluation methods for your work, including holistic rubrics, analytical rubrics, non-rubric responses, and credit for completion. Graded evaluations in this course are on a points system. You will receive points for each assignment that is graded based on how well it meets the criteria articulated on the assignment sheet. The value of the total points you earn in this course will be divided by the points possible to determine your final letter grade for the course.

Generally speaking, points equivalent to the grade of C will be awarded to work that is "average." You can earn a C by showing up to our class meetings, doing the course work, and fulfilling all of the course objectives to a modest degree. The grade of B is awarded for work demonstrating qualities that appreciably exceed what might be expected of "average." An A is an honor grade, signifying consistent quality and effort that is often "outstanding."

You must pass the standardized ENG 1101 final exam to receive credit for this course.

Late Work:	This course moves quickly through material and requires continuous work. Late assignments dramatically disrupt your ability to learn. Students who get behind almost always fail the course. **I can't emphasize this enough – consistently late work results in failure.**
	All assignments are due by the time and date specified on the assignment sheet. Late assignments (except projects) will be accepted after the deadline at my discretion. Late assignments disrupt the flow of the course and receive significantly less feedback from your professor, which impairs your ability to improve. Assignments more than two weeks late are generally not accepted.

Grading Scale:

Grade	% Attained
A	93-100
A-	90-92.9
B+	87-89.9
B	83-86.9
B-	80-82.9
C+	77-79.9
C	70-76.9
D	60-69.9
F	59.9-0

ASSIGNMENTS

This is a writing-intensive course. You can expect to work six or more hours per week outside of class for this course. This is not the maximum amount of time investment necessary to prepare you for the professional challenges that lie ahead—it is an average.

This is what you will be doing for this course:
- Carefully read approximately 20 to 50 pages from a variety of sources per week.
- Contribute substantively to our class activities and discussions every class meeting.

- Complete regular (at least weekly) assignments totalling up to 10,000 total words of writing and projects related to course topics.
- Write approximately 2,500 words of revised assignments and projects.

For each assignment, you will receive detailed assignment sheets. For projects, you will receive an extended overview as well as detailed assignment sheets for each step in the project. These assignment sheets will explain how each assignment (or step) should be completed and how it will be evaluated.

Assignment Table:

Course Work	Percentage of Grade (approximate)
Project #1	20%
Project #2	20%
Assignments	35%
In-Class Work	15%
Final Exam	10%
Total	100%

Extra Credit: Opportunities for extra credit in this class may appear. Unless you are actively engaged in the work of the course, you will not be in a position to earn them.

STUDENT ASSISTANCE

Office Hours: I am available to you in Namm #520 on a first-come, first-served basis. Please let me know that you are coming so I can prepare for your visit.

I cannot stress enough the importance of using my office hours as part of a successful course strategy. They are the place where we can work one-on-one when you need it the most.

Technical Assistance: If your technology problem is not directly related to the content of the course, I will not be able to help you. Help is available at the Student Computer Help Desk at the Information Booth on the first floor of the Namm Building. Consultants are available by phone at (718) 260-4900. You can receive help online (if you are connected) here: http://cis.citytech.cuny.edu/Student/it_student.aspx.

These services are available Monday through Friday, 9:00 a.m. to 5:00 p.m.

If you encounter a problem, seek help immediately. **Do not be complacent and do not wait until the last minute.**

Learning Center: Please consult with me via email or during office hours when you have questions about how to do a particular assignment, or how to develop your ideas. Many students find that the workshops and tutoring assistance of The

College Learning Center are also helpful. The College Learning Center can be found in the Atrium of the Namm Building at AG-18.

Disability Statement: City Tech complies with all provisions of the Americans with Disabilities Act and makes reasonable accommodations to students with documented disabilities. Please contact The Center for Student Accessibility at (718) 260-5143 for more information. The resource office is located in the Artrium Building, Room A-237.

If you have a documented disability that requires academic accommodations, please see me in private so that we can discuss the accommodations that you need in this class**. It is best to do this as soon as possible**.

COURSE CALENDAR

This course calendar will help you to create your schedule and properly budget your time. Prior to each class you will receive a more detailed synopsis of what you need to prepare for our next meeting. As the class develops, this calendar may change to meet the objectives and needs of the class. You will be notified of these changes in class.

Date	Major Topic(s) & Assignments	Prepare for Class	Notes
8/28 T	● Introductions ● Assignment #1 (Self-Evaluation)		
8/30 TH	● Your ENG 1101 Course ● Assignment #2 (Personal Inventory)	Read Syllabus Assignment #1 Due	
9/4 T	● Knowing Yourself as a Writer		
9/6 TH	● Story and Self		
9/11 T	No Class Today		
9/13 TH	● Writing Culture ● Project #1 (Documenting Culture)		
9/18 T	No Class Today		
9/20 TH	● Creating Text, Creating Meaning ● Assignment #3 (Mapping Project)	Assignment #2 Due	
9/25 T	● How Language/Learning Works ● Project #2 (Piecing Together the Soundtrack of My Life)		
9/27 TH	● Voice		
10/2 T	● Composing Process(es) ● Assignment #4 (Pre-Thesis Essay)	Assignment #3 Due	
10/4 TH	● Discourse Communities		

10/9 T	• How People Read	Assignment #4 Due	
10/11 TH	• What "Audience" Is		
10/16 T	• What "Argument" Is • Assignment #5 (Project #1 Draft)		
10/18 TH	• What "Rhetoric" Is		
10/23 T	• What "Invention" Is		
10/25 TH	• What "Meta-Thinking" Is		
10/30 T	• What "Analysis" Is	Assignment #5 Due	
11/1 TH	• Re*Envisioning Writing		Midterm Grades
11/16 T	• Information Seeking Habits • Assignment #6 (Annotated Bibliography)		
11/8 TH	• Introduction to Research		
11/13 T	• Synthesis in Reasoning • Assignment #7 (Re*Vision)	Assignment #6 Due	
11/15 TH	• Biases in Reasoning		
11/20 T	• Rhetorical Structure		
11/22 TH	No Class Today		College is Closed
11/27 T	• Workshop I	Assignment #7 Due	
11/29 TH	• Workshop II		
12/4 T	• Workshop III	Project #1 Due	
12/6 TH	• Writing Beyond 1101		
12/11 T	• Day of Reflection		
12/13 TH	No Class Today		Reading Day
12/18 T	• Final Exam Preparation	Project #2 Due	
12/20 TH	• ENG 1101 Final Exam	No reading assigned	