

COCC Syllabus WR121 CRN 43255

Course Information:

Course Title: Academic Composition

Course Number and CRN: 121 CRN 43255

Credits: 4

Course Date: Fall 2022 - 9/19/2022 – 12/11/2022

Course Meeting Times: TTH 5:45-7:35pm

Course Location: MAZ 0205

Instructor: Jane Thielsen M.A.I.S. **Email:** jthielsen@cocc.edu (best contact)

Office Hours: TTH 12:15-12:45 pm PRI 114

Course Description:

Prerequisites: [WR 065](#) or minimum placement Wr/Comm Level 9.

[WR 121](#) focuses on rhetorical reading, thinking, and writing as a means of inquiry. Students will gain fluency with key rhetorical concepts and utilize these in a flexible and collaborative writing process, reflecting on their writing process with the goal of developing metacognitive awareness. They will employ conventions, including formal citations, appropriate for a given writing task, attending to the constraints of audience, purpose, genre, and discourse community. Students will compose in two or more genres.

Student Learning Outcomes:

Course Learning Outcomes:

1. Rhetorical Awareness: a. Exhibit rhetorical awareness competence; b. Apply key rhetorical concepts through analyzing and composing a variety of texts.
 2. Critical Thinking, Reading, and Writing: a. Analyze and synthesize college-level texts for specific and varied rhetorical tasks/goals; b. Engage in research as a recursive and inquiry-based process; capitalize on the communal and conversational nature of academic research in composing a variety of texts.
 3. Processes: a. Demonstrate flexible and rhetorically appropriate composing strategies; b. Provide constructive peer feedback; respond effectively to peer and instructor feedback; c. Experiment with and adapt composing processes for a variety of technologies and modalities.
 4. Knowledge of Conventions: a. Deliberately use the conventions of Standard Edited English to enhance meaning; b. Consistently maneuver text structure, paragraphing, sentence structure, and word choice appropriate to genre; c. Systematically and skillfully apply citation conventions.
 5. Metacognition and Transfer: a. Reflect and document procedural knowledge gained in the areas of writing strategies; b. Transfer and apply writing knowledge to new contexts.
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2. **Program Learning Outcomes:** This course will include reading material that enhances cultural awareness and models specific writing styles.

3. **Instructional Methods:**

This course is taught using a variety of instructional including lecture, class discussions, small group work, project creation, and perhaps electronic discussion (email and website chat room).

Course Materials:

Textbook Title: Electronic delivery of course textual materials.

ISBN: NA

Publisher: NA

Materials: Access to a computer that can produce writing in MLA format and MS Word.

Technology:

This course will be delivered through COCC's learning management system (LMS), [Canvas](#). The policies and statements for the LMS are available online on [COCC Technology Skills and Requirements](#) page.

Technology Assistance:

- For Canvas assistance, contact 24/7 Canvas support by [live chat](#), or Support Hotline 541-508-7271.
- For online course assistance, check out our [Self Help Resources page](#)
- For technology support (login, password reset, user name, etc.), visit our [Student Technical Support page](#)
- Technology lending, visit our [Library Technology Lending page](#)
- For individual assistance, visit one of the Computer Labs, email techhelp@cocc.edu, or call 541-383-7716.

Course Topics:

This course will study and practice various methods of developing topics for writing, including classical stages of invention to final presentation. The course will also present rhetorical methods of shaping ideas, the basics of argument, researching evidence and citing sources for ethical inclusion in an essay.

Due dates of Major Graded Work:

- Week 1 Invention strategies for writing, support reading in text and/or online
- Week 2 Approaches to analyzing, responding to and supporting thinking
- Week 3 Draft Essay 1 -peer edits of E1, bibliography, revision and polishing
- Week 4 E1 final packet due -- Topics for E2--reading in text critical reading
- Week 5 Reading on definition essay—topic research—citing/documentation
- Week 6 E2 peer edit draft, workshop on drafts, bibliography turn in E2 packet
- Week 7 Topic focus for E3, topic exploration--formal proposal for E3-- outline
- Week 8 Evaluating Evidence—fallacies—annotated bibliography, sample essay
- Week 9 Research databases—Draft of E3—Review diction, voice, audience, counterargument, outlines.
- Week 10 E3 Final packet. Final Exam review.

Final Exam Date and Time:

Tuesday 12/7/22 6:00-8:00pm

Grading and Assignments

Course Work Grading These details subject to change as needed.	Possible Points	Percentage of course grade Subject to change as needed
10 Responses, summaries, in-class writing, short essays (250-300wd.ea.) scored at 100pts each	Avg./all	80 % of the final course grade
Essay #1: Analysis Essay 1000 wds	100	
Essay #2: Definition/expository Essay: 1500-wds	100	
Essay #3: Documented Argument Essay –2000-wds	100	
Final Examination + average of any quizzes	100	20% of the final course grade
Attendance, participation, conduct (<i>un-excused absences, (leaving early or conduct issues will cost 5pts ea. occurrence.)</i>)	100	

Grading Scale:

A 93-100 Outstanding performance –meets the assignment goals – grammatically correct overall
A- 90-92 Superior – nearly meets the assignment goals – mostly correct overall

B+ 87-89 Excellent - meets most assignment goals – mostly correct overall

B 83-86 Very good - meets most assignment goals – some grammar/mechanical problems
B- 80-82 Good – meets most assignment goals – less correct overall

C+ 77-79 Better than satisfactory but barely meets the assignment goals – problems with mechanics
C 70-76 Satisfactory meets the basic assignment goals – problems with mechanics

D 65-69 Passing (Note: Courses in which “D” grades are earned may be limited or not used in specific certificate or degree programs) Does not meet basic assignment goals or grammar and mechanics basics

F 0-64 Not passing – Does not demonstrate understanding of assignment or mechanical goals

For some course work turned in for credit, a rating scale may be used to help indicate quality of the work.

Reading Assignments: For each class meeting, students will have material to read, some to be done before class and some during class. Written commentary on assigned readings, called “responses” are part of each reading assignment done outside of class. These responses will be used for class discussion of the reading assigned and may be collected for credit. Out of class responses must be typed in MLA format with citing as needed. Please review **Responses** handout link on main class page for guidelines.

Peer Review/Editing: Students will be required to share a fairly complete draft of all of the major essays before the final draft is due or at any other assigned time. These drafts will be read by other students and so **must be readable and typed**. Specific editing forms will be used to guide student feed-back. There are no make-ups for missing peer review sessions.

Packets for main graded essays: Final drafts must have a thematic *title*, and in the top left corner of the page must be the student's name, date, course information and assignment name. Please staple the required parts as a packet *before class with final draft on top, then the working draft, and any other required parts underneath.* (in-attention to this format will earn points off...). Each final draft packet of a graded essay must have a *Process Writing* at the end that tracks the process/experience of writing the paper. Packets must be turned in, in a 9x12 manila envelope with *student's name and course data and assignment* enclosed *printed clearly* in the upper left of the address side. Packet content link is on main class page. **A digital version** of the final draft may also be required as an email attachment (or via Canvas upload, as indicated) from student's COCC mail account.

MLA Formatting: All out of class writing tasks must be submitted using MLA format – typed, double-spaced, 12- point Times New Roman (or Arial). **See samples on the OWL web site or our writing handbook for a current guide (or the templates on the class page) for this MLA-formatting, including use of a header to be sure each page contains student's name and page number.** In addition, MLA crediting of any ideas/information **other** than the student's own views/thinking will avoid plagiarism and insure academic, legal and personal integrity (see below for more on plagiarism issues). **Please note: Be sure to keep back-up files on a removable disk (cd or flash-drive) of ALL work turned in for a grade and keep a photocopy of essay packets containing hand-written material.**

Attendance and Participation We will use small group workshops as a major component of teaching and learning writing, so **attendance is mandatory.** Students must, also, take responsibility for their own learning by asking questions, doing extra reading, etc. as needed to enhance their understanding. **Students who cannot attend a class, must notify the instructor by email before class time and arrange with another student in class to take notes. Missing more than 15 minutes of class without arrangement will count as an absence. More than 2 unexcused absences will threaten the course grade.** The instructor is not obligated to recount in detail what was covered in class for an absent student. The Canvas class site and the open internet class page will have course materials, general assignments, etc. for access from any internet computer. But adjustments to in-class activities or coverage of material may be made that do not conform exactly to the day's assignment schedule.

***SPECIAL WEATHER/COLLEGE CLOSURE POLICIES:** If a situation requires class to be cancelled, students must keep up with class assignments on the assignments web page. If assignments are due on a cancelled class day, students can email them to jthielsen@cocc.edu **BUT ONLY THROUGH THE STUDENT'S COCC MAIL ACCOUNT, NOT BY PERSONAL EMAIL.** Please save a file as a doc or docx and attach to the mail.*

Course Policies:

- ⑩ Late work not arranged-for will not be accepted. On-time assignments will be graded ahead of arranged-for late ones.
- ⑩ In-class assignments, including peer review drafts, must be completed by the end of the class period in which they are assigned.
- ⑩ Final Exam will be given on the date identified by the COCC generated Final Exam Schedule.

- Ⓢ In-class work Late Work will not be accepted without previous arrangement
- Ⓢ Missed Exams – Cannot be made up without previous arrangement
- Ⓢ Attendance/Absences – attendance is required – unexcused absences will cost 5pts each. Missing more than 15 minutes of class time will count as an absence.
- Ⓢ Changes to the syllabus/deadlines/assignments will be made on the class page or by email.
- Ⓢ Email policy: **Students must use COCC account email only, and must include the student’s course number/name in the subject line.**
- **Final Exam** Tuesday 12/7/22 3:00-5:00pm
- **Cheating/Plagiarism** will earn an F and referral to college authorities.

COCC Policies:

Important Enrollment Deadlines:

Enrollment Deadline	Deadline information
First week of each term	Mandatory attendance: students not in attendance or absent without instructor permission are administratively withdrawn
5pm, Friday of second week	Last day to drop with full refund.
5pm Friday of 7th week	Last day to drop with no grade on transcript, last day to change to an audit, instructor approval not required
6pm, Wednesday of last week of regular classes.	Last day to drop, requires instructor approval, shows as “W” on transcript

Final Exam Policy:

(Information for faculty about final exams is found on the [teaching fundamentals website](#).)

Information about the final exam schedule, policies for rescheduling final exams, and final exam policies can be found on the [Academic Calendar web site](#) (<https://www.cocc.edu/departments/admissions/degrees-and-classes/academic-calendar-important-dates-by-term.aspx>). Please note that rescheduling exams is available in specific circumstances and requires advanced planning.

Class Recording Policy

Students must consult with the instructor before making any auditory or visual recording of any portion of the class. Recording of class sessions will be allowed only with prior permission and within parameters set by the instructor. Recordings are for personal academic use only. It is a violation of Oregon state law and the Family Education Rights and Privacy Act (FERPA) to share or post any information that identifies a student(s) from a class recording. Students with an accommodation regarding class recordings from the Office of Disability Services will make this known to their instructor.

Students Rights and Responsibilities:

All COCC students should review the [Students Rights and Responsibilities](https://www.cocc.edu/policies/general-procedures-manual/student/student-rights-and-responsibilities.aspx) available online (<https://www.cocc.edu/policies/general-procedures-manual/student/student-rights-and-responsibilities.aspx>).

Americans with Disabilities Statement:

Students with documented disabilities who may need accommodations, who have any emergency medical information the instructor should know of, or who need special arrangements in the event of evacuation, should make an appointment with the instructor as early as possible, no later than the first week of the term. Students may also wish to contact the COCC Disability Services Office in the Barber Library, (541) 383-7583.

COCC Non-Discrimination Policy:

It is the policy of the Central Oregon Community College Board of Directors that there will be no discrimination or harassment on the basis of age, disability, sex, marital status, national origin, ethnicity, color, race, religion, sexual orientation, gender identity, genetic information, citizenship status, veteran or military status, pregnancy, or any other protected classes under Federal and State statutes in any educational programs, activities or employment. Persons having questions about equal opportunity and nondiscrimination should contact the Equal Employment Officer, c/o COCC's Human Resources office, (541) 383-7216, hr@cocc.edu.

Title IX Statement:

The goal of Central Oregon Community College is to provide an atmosphere that encourages faculty, staff and students to realize their full potential. To assist in this, the COCC adheres to federal Title IX and State of Oregon sexual harassment laws, noting that this includes sexual harassment, sexual assault, domestic or dating violence, or stalking.

The College's [policies](#) and [procedures](#) related to Title IX and State of Oregon sexual harassment laws are included in the College's Policies and Procedures. Individuals wanting more information or who need to report a Title IX or sexual harassment incident are encouraged to contact the College's Title IX Coordinator, 541.383.7211, or to file an [incident report](#).