Language and Literature Division

ENC 1101: Composition I, 3 hrs., 3 crs.

Spring 2025

10375 MW 9:30-10:45 RC-100

Professor
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Office Hours:
      Monday: 8-9:30am, 11am-2:30pm
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Approved Course Materials and Resources

Textbooks, other required materials and required proficiency
- Monique Babin, et al., *The Word on College Reading and Writing*: https://open.umn.edu/opentextbooks/textbooks/the-word-on-college-reading-and-writing
- Supplemental material will be posted on Canvas
- Students are expected to have adequate proficiency in the use of Microsoft Word and have access to the college's LMS system outside of class

Curriculum

Course Description

ENC1101, English Composition I, 3 hrs., 3 crs. $5.00 lab fee
This course introduces students to rhetorical concepts and audience-centered approaches to writing including composing processes, language conventions and style, and critical analysis and engagement with written texts and other forms of communication. This is a course for which students will produce extensive college-level writing and requires completion with a minimum grade of "C."

Goals

The purpose of the course is to foster in students the writing and critical thinking skills necessary for many college-level classes (and for life beyond the classroom). What distinguishes it from ENC 1102 is that ENC 1101 is an introductory course. Its focus is personal response, analysis, and synthesis.

Student Learning Outcomes

A. Students will apply rhetorical knowledge to communicate for a range of audiences and purposes.
B. Students will employ critical thinking to analyze forms of communications.
C. Students will engage in writing processes that involve drafting, revising, and reflecting.
D. Students will use evidence to effectively support claims and thesis statements.
E. Students will conduct credible research and incorporate information from sources using MLA style.
F. Students will improve their proficiency in standard English through practice, feedback, and revision.

Student Expectations of the Instructor

At least ten office hours will be held each week during the semester

I will do my best to respond to voicemails and emails within 24 hours of receipt, excluding weekends.

We will make extensive use of Canvas, a course management program that allows you to turn in your work and take quizzes online, keep track of your grades, communicate easily with me and other students in the class, etc. **You must turn in all assignments on Canvas.**

Academic Integrity
Honest participation in academic endeavors fosters an environment in which optimal learning can take place and is consistent with the college's mission. Academic misconduct, including cheating or plagiarism, is destructive to the spirit of an educational environment and therefore will not be tolerated. "Cheating" includes but is not limited to use of any unauthorized assistance in completing course work. "Plagiarism" includes, but it not limited to, the use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment. Sanctions for incidences of academic misconduct, depending on the severity of the incidence and/or its repetition, may range from receiving an F grade (or zero) for the test, assignment, or activity, to failure of the course, to suspension or dismissal from the program or the college.

Accessibility Statement
Gulf Coast State College supports an inclusive learning environment for all students. If there are aspects of the instruction or design of this course that hinder your full participation, reasonable accommodations can be arranged. Prior to receiving accommodations, you must register with Student Accessibility Resources. Appropriate academic accommodations will be determined based on the documented needs of the student. For information regarding the registration process, email sar@gulfcoast.edu or call 850-747-3243.

Recording of Lectures
In accordance with federal and state privacy laws, students may record class lectures for their own personal educational use, in connection with a complaint to the college, or as evidence in internal or external legal proceedings. Students may not publish or upload the recordings or any components thereof without the knowledge and written permission of the faculty member. Failure to obtain permission to publish could lead to the students' having to pay damages, attorney fees, and court costs. For more information about what can be recorded, please see the guidelines on pages 36-39 in the GCSC Student Handbook https://www.gulfcoast.edu/current-students/student-handbooks/2021-2022-student-handbook.pdf.

Attendance
1. Students are expected to attend all classes.
2. Upon a student's 5th absence a letter grade will be deducted from the student's final average. After 6 absences, the student will automatically fail the course.
3. There are no "excused" absences; however, students who experience extreme circumstances resulting in more than the allowed number of absences may seek mitigation by discussing their circumstances in my office. Verifiable documentation of the circumstances is required. It is up to my discretion as to what constitutes extreme circumstances.
4. Being late to class is disruptive and should be avoided. In this course, two tardies will count as one absence. If you are late to class and we have already begun an in-class response/writing prompt or an in-class quiz, I may ask you to wait outside the classroom until the writing prompt/quiz has concluded. You will not be allowed to make up this assignment.
5. If a student leaves class early without my prior consent, that student will receive an absence for the class.

Withdrawals
Students wishing to withdraw must complete a withdrawal form and submit the form to the Office of Enrollment Services before the scheduled withdrawal deadline as published in the college catalog. Student withdrawals initiated prior to the scheduled withdrawal deadline will be recorded as a grade of "W". The withdrawal deadline for an off-term or condensed term is one week after midterm.

Two withdrawals are permitted per credit course. After that, a grade will be assigned. Please be concerned about withdrawals. When admitting students into certain programs, universities may calculate withdrawals as grades. It is your responsibility to verify the effects of enrollment and/or withdrawal upon your financial assistance (financial aid, scholarships, grants, etc.).

Incompletes
An "Incomplete" ("I") will be considered by the instructor if a student has completed seventy-five percent of the class. This will be determined based on attendance, participation, and/or assignment completion. The instructor may require that the student submit a schedule for completion of the missing work. The "Incomplete" provides 30 days from the ending date of the course to make up any missing work. If work is not submitted during this time period, the grade will automatically change to an "F".

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Measure of Student Performance

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Grade Determination
      A. Final Reflection
      B. Multiple-source essay
      C. Other essays, quizzes, responses, assignments and in-class work
      D. All essays must be submitted to and accepted by the course instructor or the student cannot pass the course. Instructors are not obligated to accept late assignments. Late essays will be docked five points per day late with no exceptions.

GCSC Grade Scale:
      A: 90-100
      B: 80-89
      C: 70-79
      D: 60-69
      F: 0-59