



## Language and Literature Division

### Semester Information

ENC 1101: Composition I, 3 hours., 3 credits.

Fall 2026

#Online 80586

### Contact Information

#### **Professor**

Ms. Lynn Lamere

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#### **Division Contact Information**

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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

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. In addition to containing the same course content as the lecture/discussion format of ENC 1101, this course contains one credit hour of lab instruction with enhanced learning support in grammar and composition skills that includes, without being limited to, student-teacher writing conferences, writers' workshops, peer review session, supplemental mini-lectures, and practice and review of the conventions of Edited American English. This is a course for which students will produce extensive college-level writing which requires completion with a minimum grade of "C."

### Student Learning Outcomes

1. Students will apply rhetorical knowledge to communicate for a range of audiences and purposes.
2. Students will employ critical thinking to analyze forms of communications.
3. Students will engage in writing processes that involve drafting, revising, and reflecting.
4. Students will use evidence to effectively support claims and thesis statements.
5. Students will conduct credible research and incorporate information from sources using MLA style.
6. Students will reflect upon, evaluate, and determine methods for improving their skills in targeted course competencies.
7. Students will improve their proficiency in English grammar, mechanics, sentence structure, and usage through practice, feedback, and revision.

### 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.

**Printing Information** (for composition courses): A print management system, PaperCut, is used in all computer labs and in the library. Students are assessed a \$5.00 Lab Fee which allots them 100 sheets of

paper. For complete information, please see the Papercut page on the college website: <https://www.gulfcoast.edu/administration-departments/information-technology-services/printing/print-release-pay.html>.

## **Expectations of Instructor**

Office hours will be held for thirty minutes each week: Mondays 4-4:30 p.m.

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 using Word or pdf format, unless noted otherwise.**

## Expectations of the Student

### **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 is destructive to the spirit of an educational environment and therefore will not be tolerated.

The following definitions will apply:

"Cheating" includes but is not limited to use of any unauthorized assistance in taking quizzes, tests or examinations; dependence upon the aid of sources beyond those authorized by the instructor in writing papers, preparing reports, solving problems, or carrying out other assignments; the acquisition without permission of tests or other academic materials belonging to a member of the College's faculty.

"Plagiarism" includes, but is not limited to, the use by paraphrase or direct quotation of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials. It can also include overuse of an editing program like Grammarly or submitting work written by an Artificial Intelligence (AI) generator like ChatGPT. Make certain to consult your course syllabi for your instructors' guidelines on AI material.

The term "academic misconduct" includes any or all forms of cheating and plagiarism. In addition, academic misconduct may include the following:

Destroying, damaging, or stealing another person's work or work materials including, but not limited to, lab experiments, computer programs/files, term papers, projects, or copy of an examination.

Theft, damage, or misuse of library resources; removing uncharged material from the library; defacing or damaging library materials; intentionally displacing or hoarding library materials within the library for one's unauthorized private use, or any other abuse of reserved materials.

Theft, damage, or misuse of computer resources including, but not limited to, computer accounts codes, passwords, or facilities; damaging computer equipment or interfering with the operation of any computer system in the college.

Individual instructors or programs may provide students with additional academic integrity policy statements at the start of a semester.

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.

An instructor who believes that an incidence of academic misconduct has occurred will discuss it immediately with the student. If, in the judgment of the instructor, the student has committed an act of academic misconduct, or if the student admits that there has been misconduct, the instructor will assess the appropriate penalty.

Instances of admitted or proven academic misconduct should be reported in writing to the Dean of Student Life. The purpose of this reporting is to track individuals who have repeated incidences. The Vice President of Academic Affairs reserves the right to pursue disciplinary action against a student if deemed necessary.

Students who think they have been treated unfairly may invoke the Student Academic Grievance Procedure.

### **Instructor Policy on AI-Generated Content**

This policy is specific to our class. In ENC 1101, developing writing skills is the central goal of the course, and it is essential that the writing you submit is your own. Therefore, my policy on AI-generated writing is as follows:

Using AI-generated content in your writing is considered plagiarism and is strictly prohibited in this class. Be aware that overusing virtual editing programs (like Grammarly) can be a form of plagiarism as well.

***Any assignment found to use an AI text generator will receive a zero. Students will not be given the opportunity revise or resubmit such assignments.***

If a student submits multiple assignments that have been found to use AI text generation, the student will automatically receive an F in the course.

If I suspect that a student is using AI text generation, the student may be required to submit a proctored writing sample at the college testing center.

Additionally, any instances of academic dishonesty will be dealt with according to our college's academic integrity policies.

I encourage you to reach out to me if you have any questions or concerns about this policy or about academic integrity in general. Thank you for your understanding and cooperation in maintaining the high standards of academic integrity in our class.

### **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](mailto: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>.

### **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”.

### **Grade Determination**

Focus on comprehension, basic grammar skills, engagement

1. Literacy Narrative,
2. Personal Response (Summary and Response),
3. Multi-source Essay
4. Final Reflection
5. Weekly Assignments,

- A. **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.
- B. *Any essay or weekly assignment submitted past the deadline will be deducted 10 points each week it is late.*
- C. Other assignments include quizzes, responses, and discussion board posts. Late work on weekly assignments cannot be made up since they are timely in the progression of the course.
- 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.

### **GCSC Grade Scale:**

A: 90-100

B: 80-89  
C: 70-79  
D: 60-69  
F: 0-59

### **Attendance**

Students are expected to log in at least twice weekly to check assignments and instruction.

### **Attendance Policy from the Catalog:**

Students are expected to log in at least twice weekly to check assignments and instruction. Regular class attendance and participation are significant factors that help to promote success in college. Students are expected to attend all class meetings of all courses for which they are registered.

You are expected to know the instructor's specific attendance policy, as stated in the syllabus for each course. In the event of absence, you should contact your instructor as soon as possible to indicate the reason and to inquire whether make-up work is possible. Weekly assignment cannot be made up.

If your absences in a class become excessive, as stated in the course syllabus, your professor may contact you, indicating that further absence may result in your withdrawal from the course. (See entry on Withdrawal in this catalog section.) Your professor can withdraw you from a course for excessive absences without your permission.

Instructors will monitor attendance at the beginning of each semester. If you are not in attendance during this period, you may be withdrawn from the course. You will be financially responsible for the course and a "W or NS" will appear on your transcript. Withdrawal from a course may also have implications for financial aid.

Examinations are to be taken within the testing window given on the first page of the syllabus. All students must make testing arrangements at least two weeks before the examination. Although e-Learning permits flexibility for you to read the materials, flexibility in examination dates and other writing assignment deadlines is not permitted. **Examinations administered after the last day of the testing window will receive automatic point deductions.**

For many e-Learning students, the greatest difficulty is procrastination. Expect to spend about twelve hours per week on this class. The reading averages 100 pages per week, and you will have writing and quizzes that will take additional time. Keep up with the schedule of lessons and the due dates for tests and other assignments as indicated on the Study Schedule because essays will be penalized a letter grade per day if submitted late (no exceptions will be made regardless of the reason), and late discussion board posts will be penalized.

**If you do not fulfill the activities by the stated dates for the first two units, you will be withdrawn from the course.** After the first two units, I will not process withdrawals without good reason. If you do not intend to finish the course, you must withdraw yourself. If you stop submitting work but do not withdraw, the grade posted for you will be an F.

**Withdrawals:** 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.). There are two kinds of withdrawals---student and administrative.

- **Student Withdrawal** - 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.
- **Administrative Withdrawal** – A faculty member may withdraw a student up to the published withdrawal deadline for violation of the class attendance policy in which case the student will receive a grade of “W”. The withdrawal deadline for an off-term or condensed term is one week after midterm. Please see the **Withdrawals** policy in the GCSC Catalog for more information.

### **Incomplete:**

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.”

### **Canvas:**

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 your instructor and other students in the class, etc.

**You must turn in all assignments on Canvas.** In short, if you didn’t turn it in on Canvas, you didn’t turn it in. I am not responsible for papers taped to my door, left in the hallway, given to friends to pass on to me, etc.

**FREE Tutorial Services:** The Writing and Reading Lab is staffed with a mix of both professional and student tutors that are available to provide tutoring for any of your courses that require academic writing and reading assignments. Our tutors are available for assistance with grammar, punctuation, and mechanics; essay development, reading comprehension, and organization of ideas; and MLA, APA, and Chicago formatting. Additionally, later in the semester, we will be hosting workshops that focus on specific areas of student development such as developing a strong thesis statement and preparing for finals, among others. Please be on the lookout for announcements regarding those workshops later in the semester.

The lab is located in RC108 M-R 8 am-5pm F-8-1pm / Online Hours: Tuesday-Sunday 5pm-8pm.

Join GCSC Writing and Reading Lab's Online Tutoring

<https://gulfcoast-edu.zoom.us/j/5216686584>

Meeting ID: 521 668 6584

**NOTE:** All of our tutoring services require active participation. This is NOT a proofreading service.

## TRIO

TRIO Student Support Services (SSS) provides participants academic and personal development opportunities to motivate them toward the successful completion of their post-secondary education. Participants must be Gulf Coast State College students, working on an Associate's Degree, who are U.S. citizens, permanent residents or an eligible non-citizen. They must also meet any of the following criteria:

- First generation (neither parent has a four-year bachelor degree)
- Low income (based on federal guidelines)
- Student with disabilities evidencing academic need

All services are FREE to TRIO SSS program participants.

Visit <https://www.gulfcoast.edu/current-students/trio/> to apply online or call (850) 913-2937 for more information. TRIO SSS is located in Student Union West room 89.

*All assignments due by 11:59 p.m.; instructor reserves right to adapt course schedule.*

Week	Assignments
1	<p>Read syllabus and how to navigate the course page.</p> <p>Submit personal information using the link in the module.</p> <p>Write discussion post introducing yourself to the class.</p> <p>Watch growth mindset TedTalk by Dr. Carol Dweck and write a paragraph how this concept could affect your academic career as well as your personal life.</p> <p>Take the diagnostic grammar quiz. <i>This quiz will not count toward your grade. It will be used for attendance.</i></p>
2	<p>Watch the TedTalk about grit by Angela Duckworth.</p> <p>Watch the instructor video about the five sentence patterns.</p> <p>Create and submit sentences about the TedTalk using the five sentence patterns.</p> <p>Read instructions and discussion about writing a literacy narrative.</p> <p>Review examples of Literacy Narrative</p>

3	<p>Literacy Narrative-Thesis and Main Ideas/Topic Sentences are due. <i>DO NOT write the essay--only the thesis and three topic sentences/claims. This framework will help you compose the essay.</i></p> <p>Review the five basic sentence patterns and take the quiz.</p>
4	<p>Review structure of Literacy Narrative</p> <p>Submit Working Draft</p>
5	<p>Peer Reviews</p> <p>Read “How to Provide Feedback”</p>
6	<p>Submit Final Draft Literary Narrative</p> <p>Read the three essays assigned and answer reading questions for each essay.</p> <p>Read and watch instruction about how to write a summary and response essay.</p> <p>Consider the three essays discussed in class and write (based upon instruction) a working draft of Essay 3-Response based upon ONE of these essays; submit a working draft.</p>
7	<p>Consider the three essays discussed in class and write (based upon instruction) a working draft of Response Essay based upon ONE of these essays; submit a working draft.</p> <p>Read and review your classmates’ essays that are assigned to you. Provide feedback to your classmate using the peer checklist.</p> <p>Grammar instruction and quiz.</p>
8	<p>Read and review your classmates’ essays that are assigned to you. Provide feedback to your classmate using the peer checklist.</p> <p>Grammar instruction and quiz.</p>
9	<p>Response Essay Final Draft Due</p>

	<p>Documented Argument Introduction</p> <p>Post idea regarding Multi-Source Essay Topic</p> <p>MLA Source and Resource Discussion</p> <p>Watch video about how to perform online research using the library's databases</p>
10	<p>Multi-Source Annotated Bibliography due: include sources found to support position.</p> <p>Utilize writing center resources—provided on campus and/or online</p>
11	<p>Review Counter Claims (Naysayers)</p> <p>Submit Multi-Source Outline</p> <p>Feedback provided by instructor</p>
12	<p>Submit Multi-Source Essay Working Draft</p>
13	<p>Peer Reviews</p> <p>Review instruction about how to proofread and edit</p>
14	<p>Final Draft of Multi-Source Essay Due</p> <p>Timed practice Final Exam</p>
14	<p>Final Exam Reflection Essay Due</p>

I look forward to a wonderful semester. Thank you for choosing Gulf Coast State College.

Lynn Lamere