

# English B1A – Expository Composition

## Syllabus

**Instructor:** William Mitchell  
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### Required Texts:

- *Models for Writers: Short Essays for Composition*, by Alfred Rosa and Paul Escholz (ISBN: 978-1-4576-6784-8) (eBook allowed)
- *A Pocket Style Manual, 2016 MLA Update Edition*, by Diana Hacker and Nancy Sommers (ISBN: 978-1-3190-8352-6)
- *Hotel on the Corner of Bitter and Sweet*, by Jamie Ford (eBook allowed) (ISBN: 978-0-345-50534-7)

### Required Materials:

- Internet access
- Dictionary and Thesaurus
- White, ruled, loose-leaf notebook paper—NO SPIRAL FRINGE
- Stapler and staples
- Extra ink or toner cartridges for your personal printers
- Large envelopes for submission of papers and copies of sources
- Funds for printing and/or photocopying all sources
- **Recommended:** USB flash drive or “cloud” storage for saving in-class work

### Supportive Services

Students with disabilities who believe they may need accommodations in this class are encouraged to contact Disabled Student Programs and Services in the Student Services Building, 1st Floor, Counseling Center (661-395-4334), as soon as possible to ensure that such accommodations are implemented in a timely manner.

### IMPORTANT . . .

- Students created a Bakersfield College email account at registration. Each student must check this account regularly as it is the primary means to communicate with students on or off campus.

### Disclaimer

The readings and video presentations (if any) in this class often deal with adult themes, so a certain level of maturity and tolerance is required from every student. We may encounter violent material, as well as writings that pose difficult questions about religious or political beliefs. If reading about or discussing these topics makes you uncomfortable or upset, I suggest you consider enrolling in another course. Your continued enrollment in this class after reading this disclaimer implies your willingness to read and respond to all classroom assignments (and the opinions of your classmates) in a mature and thoughtful manner.

**Course Description:** (From the Bakersfield College 2016-2017 Catalog)• **ENGL B1a Expository Composition***3 units***Prerequisites:** English Level 6 – Transfer or ENGL B50 or ENGL B53 or ENSL B50/EMLS B50 with a grade of ‘C’ or better.**Description:** Critical reading, writing, and thinking. Students will critically read and write primarily expository and argumentative texts that respond to a variety of rhetorical situations and contexts and incorporate college level research. Minimum 6,000 words formal writing.**Hours:** 54 lecture**CCS:** Credit Course**C-ID:** ENGL 100**Transferable:** UC, CSU and private colleges; IGETC 1.A; CSU GE A.2; BC GE A.2**Student Learning Outcomes: Upon completion of the course, the student will be able to**

1. Read and think critically, including a variety of primarily non-fiction texts for content, context, and rhetorical merit with consideration of tone, audience, and purpose.
2. Evaluate and establish the credibility of print and online sources.
3. Demonstrate the legitimate use of scholarly sources by • using library and online reference materials. • incorporating summary, paraphrase, and direct quotes. • synthesizing multiple primary and secondary sources. • avoiding plagiarism.
4. Write essays out of class that • demonstrate the use of expository and argumentative or persuasive forms of writing. • reflect an orderly research and writing process. • use correct MLA form and documentation. • show evidence of drafting, editing, and revision to reflect an academic style and tone.
5. Write timed essays in class exhibiting acceptable college-level control of mechanics, organization, development, and coherence.

**Attendance, Drop Policies, and Student Conduct:**

- **All students** (wait listed and registered) must attend the first four (4) class meetings. Any student missing one of the first four class meetings may be dropped.
- **Students still on the waitlist** by the census date will be dropped from the waitlist at that time.
- **Bakersfield College Catalog:** “Instructors may drop a student from a course when absences number the equivalent of **two weeks** of class (four class sessions) recorded from the first day of instruction” (25).
- **Tardiness:** Tardiness is both rude and disruptive to the class and to the instructor. However, should you be tardy,
  - ☆ It is your responsibility to see me at the break or immediately after the class in which you were tardy and request that your absence be changed to a tardy.
  - ☆ Being tardy three times will be counted as an absence; thus excessive tardiness can contribute to being dropped from class.
  - ☆ Students who arrive fifteen (15) or more minutes late, or who leave 15 or more minutes early will be charged with an absence.
- **Late Arrivals:** Students may not participate in class work or tests begun prior to their arrival. As a result, students will earn a zero for participation and test grades.
- **Course Schedule:** If you are absent, check the on-line Course Schedule and/or call someone in the class for lecture notes and assignments. Absence does not excuse you from assignments.
- **People Not Registered in the Class:** If a person is not registered for the class or is not on the waitlist, they cannot stay in the classroom. If a student needs to care for someone not registered in the class, do so outside of class.

**Course Schedule and Instructor's Web Page:**

- **Time Management:** *Pay close attention to the **Assignment Schedule**.* Note: For English B1A you will spend, on average, 6-9 hours for every two class sessions working on this course outside of class. Average means that some weeks may require fewer hours, and other weeks may require considerably more hours. Schedule your time carefully.
- **Assignment Schedule Changes:** Check the on-line **Assignment Schedule** daily for instructions and/or changes to assignments, such as due dates. I will announce changes in class. If you are not sure of due dates for assignments, verify with me that you are working with the latest information.
- **My Webpage:** My web page, <http://wmitchellbc.weebly.com>, is an important tool for this course. If you do not have a computer with Internet access at home, you must schedule time to use a computer that has Internet access. Keep in mind that you can use the computers in the Science and Technology Building lobby.
- **Webpage Problems:** If you have difficulty viewing information on my webpage, please let me know as soon as possible.
- **Student Handbook:** For matters of student conduct, refer to your *Student Handbook* for causes for suspension from class.

**Email:** Emails to me must contain the student's last name and course CRN in the "Subject" line. All unidentified emails are deleted unread.

**Course Requirements:****Course Content:**

- **Eligibility for passing:** To be eligible to pass this course, you must complete all writing assignments, complete all steps of the writing assignments, such as drafts and peer reviews, give oral presentations, and attend class regularly, missing no more than 4 class sessions.
- **Academic Dishonesty and Plagiarism** Academic dishonesty includes cheating, fabricating or falsifying information or sources, improper collaboration, submitting the same paper for different classes without permission, and plagiarism. Plagiarism occurs when writers deliberately or unintentionally use another person's language, ideas, or materials and present them as their own without properly acknowledging and citing the source. Academic Dishonesty and Plagiarism in this course results in one or more of the following consequences: failure of the assignment, referral to the Dean of Instruction, and/or disciplinary actions by the Director Student Life. Cite sources carefully, completely, and meticulously; when in doubt, cite. Familiarize yourself with BC's Student Code of Conduct and KCCD's definitions of plagiarism and cheating (KCCD Board Policy 4F8D, pg. 144).
- **Oral Presentations:** At the end of English B1A, you will be giving an oral presentation based on course materials you have studied. In addition to the presentation, you will need to use one visual aid, which can be as simple as a poster or as elaborate as a PowerPoint demonstration.
- **Due Dates:** All assignments are due at the beginning of class. Once collected, no further assignments will be accepted.

**Late Work:** Accepting late work is unfair to those students who take their commitment to school seriously.

- **Late Definition:** Late means any assignment received after I've collected the work.
- **Late Excuses:** Printer and/or computer problems do not extend due dates.
  - **Print** assignments well before class.
  - **Save** all work **often** both on **and** off of your computer.
  - I recommend using a USB drive, or cloud storage such as Dropbox or iCloud Drive.
- **Late Coupons:** These coupons will allow you to turn in two assignments up to one week late without any late penalties. **I will not accept any late work without the appropriate coupon.**
- **Some Restrictions Apply:** Coupons may not be used on the following:
  - Assignments given during the four class meetings of our course.
  - The final Research Paper and its associated steps for English B1A.

**Extra Credit:** There is no extra credit.

**Library Instruction and Research:**

- **Ask a Librarian:** The librarians are your friends. When you have questions about your research, when you are having trouble finding resources, or when you are confused about the validity of a source, ask a librarian. BC has truly AWESOME librarians who are willing and pleased to help you with your research.
- **Resources:** Web sites (.com, .org, .edu) **ARE NOT** permitted as sources in any of your essays. If there are exceptions, they must have my prior approval. All sources must be from the BC Library, including books, journals, or sources found on the BC Library's electronic databases.
- **Wikipedia** is **NEVER** considered a scholarly source for any college level research and, therefore, must never be cited as a reliable or authoritative source.

**English B1A** is a detail-oriented course that requires strict adherence to instructions and guidelines given by the instructor. Students need to complete all assignments on schedule to prevent falling behind. The course is writing intensive, but will reward diligent students.

**Reading Assignments:** Discussion, In-Class Essays, Tests

- **Read Critically:** Get in the habit of annotating your readings. In essays make notes of the author's thesis and key points or ideas presented to support the thesis. Indicate points that are unclear and points with which you clearly agree or disagree.
- **Read Analytically:** Analyzing reading materials is much more involved than reading for the story alone. Therefore, you will need to annotate your reading materials, as well. Look for recurring themes and motifs; examine character development and motivation; note uses of irony, simile and metaphor; pay attention to the setting, point of view and the narrator. You don't just need to understand the story; you also need to understand how the story was created.

**Writing Assignments:** Essays, Summaries, MLA work

- **Quantity of Writing:** Over the course of this class you will be writing a research paper and several shorter writing assignments. You will have the opportunity to work on many of the assignments in class, and there will be peer reviewing of some of your drafts before the paper is due.
- **Revisions:** Once you have completed your writing assignments, you should **immediately** look them over, and begin making revisions and corrections. You should continue the revision process and make needed changes until the paper is due. DO NOT PROCRASTINATE!
- **All Assignments completed outside of the classroom must be typed!**
- The *Pocket Style Manual*: **Don't leave home without it!** ☺

**MLA Layout:** You must use MLA format for all assignments. Therefore, it's a good idea to set the default on your computer at the beginning of the semester. If you are working on a campus computer, you may need to reset the default each time you log on.

- Use Times New Roman, 12 point font.
- Double-space everything.
- Use one-inch margins.
- Capitalize Your Titles.
- Do not underline titles; instead, *italicize* titles of long works, and put titles of short works within "quotation marks."
- ***There is no place in MLA for underlines!***
- ***There is no place in MLA for BOLD!***
- Use insert, page number to set up your header.

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- See the class website for guides to setting up MLA documents for most major word processing programs.

**Grade Breakdown**  
**English B1A**

<b>Assignment and Grade Distribution</b>	<b>% of Grade</b>
<b>Final Research Paper</b> • <b>Minimum Requirements:</b> <ul style="list-style-type: none"> <li>• 5 full pages, plus the Works Cited page.</li> <li>• 5 scholarly/academic sources...</li> </ul>	<b>40</b>
<b>Required Research Paper Steps:</b> proposal, annotated bibliography, outline, draft, conference, peer review, and oral presentation.	<b>15</b>
<b>Writing Assignments:</b> essays, summaries, critiques, reading responses, etc. completed in and out of class.	<b>35</b>
<b>Misc:</b> group discussions, group presentations, tests, class participation, exercises, reading discussions, etc.	<b>10</b>

**Important Dates:**

- **Jan 30, 2017:** Census date – last day for a refund for semester length classes
- **Jan 29, 2017:** 20% date – Last day to drop semester length classes without receiving a "W"
- **Mar 24, 2017:** 60% date – Last day to withdraw from semester length classes and receive a "W"

**Warning:** You must communicate with me and keep up with the work. Be aware that missing class is no excuse for falling behind in the assignments. Find a classmate that you can count on if you need to ask questions or copy notes from a day that you are absent.

Classmate \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

Classmate \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_