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South Plains College

"SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE"

Course Syllabus for READ 0301 + EDUC 1100 –Spring 2022

Classroom: LIB 313, Library Building, Levelland Campus

Course can be accessed on Blackboard, or by going to southplainscollege.blackboard.com

(class "website"

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Instructor Contact and Office Hours

Instructor: Dr. Erika M. Warnick, Professor in College Literacy, English, and Education

Email: ewarnick@southplainscollege.edu

Phone: 806-716-2238   Please leave me a message if I am not available to answer your call

Office: Room 306, Teaching and Learning Center, Third Floor, Library Building, Levelland Campus

Office Hours (face-to-face and virtual):

Face-to-face:

Monday, 11:00am-12:00pm & 1:30pm-2:30pm

Tuesday, 11:00am-12:00pm & 1:30pm-2:30pm

Virtual (via Zoom):

Wednesday, 11:00am-12:00pm & 1:30pm-2:30pm

Thursday, 11:00am-12:00pm & 1:30pm-2:30pm

Zoom link: (link also in Blackboard, under Instructor Information):

https://southplainscollege.zoom.us/j/95471893174?pwd=MXBK V3l1MnIyVzVDWU5la3RnbjczZz09

Passcode: SPRING2022

By appointment: You may also email me to schedule an appointment between Monday and Friday!

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==***Tutoring***==

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From time to time, and based on a student's performance in the class, **Dr. Warnick may require the student to meet with the academic coach or a writing tutor**. Failure to meet with a tutor for a required tutor meeting will result in a deduction of points from the discussion/participation points.

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==***Required Materials for Class***==

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BOOK - FREE!!!! This is called an OER - Open Educational Resource. You will receive a link to the OER, posted in the Course Materials link in Blackboard.

Additional, Required Course Material:

1. Dedicated access to a computer WITH Wifi to complete assignments in Blackboard.
2. A place where you can listen and participate in Zoom meetings/sessions
3. 3-ring binder with loose paper
4. Highlighters, pens, pencils
5. Jump/flash drive to save papers

6. Word processing software (Word, Google Docs). **NO Pages (for Macbook users) documents will be accepted: Turnitin and Blackboard cannot "read" these files. MacBook users: you will need to save your Pages documents a Word or PDF documents before submitting any homework and papers**.

Course Evaluation

****This is a corequisite/joined class. Therefore, the grade earned in READ 0301 will be the same grade awarded in EDUC 1100 and vice versa.****
****A grade of C or better will need to be earned to move on to the next course (or a 12.1 or higher on the Nelson-Denny post-test reading assessment).****
The grades you receive on your assignments, quizzes, homework, digital work, drafts, revisions, papers, and participation activities are indicators of your progress toward college-level reading and writing. Students will be asked to keep an ongoing record of these grades. Additionally, **it is each student's responsibility** to continually monitor academic progress posted in each student's grade book on Blackboard.
Grades are determined by the following scale:
90-100 = A
80-89 = B
70-79 = C
60-69 = D
0-59 = F
**I only round up to the next whole number *when a student's final average is at a .5 or higher.* Example: a 79.6 = 80.

Grade breakdown for the class is as follows:

Mid-term Exam	10% of grade
Weekly Discussion Board/Participation	25% of grade
Weekly Reading Homework	25% of grade
Two Reflection Papers (2 x 10% each)	20% of grade
Final Reflection Paper	20% of grade
TOTAL	100%

Attendance, COVID, and Class Policies

Late Policy:
It is important to be in class, on time, so you are present to hear and practice the strategies learned and discussed in the class.
If you are more than 10 minutes late without contacting me regarding your tardy, I have the right to restrict entrance into the classroom, as this is disruptive to the learning environment. Additionally, we start the class with an activity; missed activities due to unexcused tardies may not be made up.

If a student exhibits a consistent pattern of being late to class, even if the student does contact me ahead of time, this may result in missed start-of-class assignments or a meeting with the Dean of Students prior to admission back into the class.

Drop Policy:
I rarely drop students from the class. **It is your responsibility to withdraw from the class if you are not able to complete the work, attend class, and/or if you are not passing the course.** A student may be dropped with an F for plagiarism or any academic misconduct. Additionally, a student may be dropped with an X or an F for inappropriate classroom behavior (whether in class or online). Whether you withdraw on your own or if you are dropped, you will be withdrawn from both INRW and ENGL corequisite sections.

COVID Policy:
Consistent with the latest CDC recommendations, we have revised our guidance for students, faculty, and staff who have a known exposure or have tested positive. Anyone with a known exposure should wear a mask for 10 days and should seek a COVID-19 test on day five after exposure.
If you test positive or develop symptoms, you should immediately self-isolate and seek a COVID-19 test.
Please immediately notify your instructor, supervisor, and DeEtte Edens, Associate Director of Health and Wellness, any time you test positive for COVID-19. Anyone who tests positive is required to self-isolate for five days. Following the five-day isolation period, if you are asymptomatic or your symptoms are resolving, you may return to work or class but should wear a mask for five additional days. If you are still symptomatic, please contact DeEtte Edens at dedens@southplainscollege.edu or 806-716-2376 prior to your return date.

Classroom Policies
Please treat others in the class with the same respect with which you expect to be treated. Conduct yourself in a professional manner at all times. Students who disrupt the learning environment will be asked to leave the class, and/or dropped from the course.

Be prepared for class!!!! Being prepared means:
- Bringing required materials to EVERY class
- Reading the materials **BEFORE** class
- Completing assignments/quizzes/homework **BEFORE** class:
  o If I see a student completing homework, assignments, or quizzes in class, during class time, that assignment will not be accepted.
- Listening to others and participating.
- Using cell phones for class purposes, not social purposes.

If the instructor deems a student unprepared in any manner, that student will be asked to leave the class, which will result in an absence for that day. If the student is

continually unprepared for class in any way, that student may be dropped from the course and/or being reported to the Dean of Students' Office.

Online Behavior/Discussion Board "Netiquette"
It is expected that you will use professional language, free from slang or profanity, in the discussion board, journal prompts, collaborative exercises with students (e.g., Zoom groups, wiki's etc.), and with any correspondence with the professor. There may be times when you agree with some people or disagree with others; that is OK in a discussion!! The important thing is to communicate in a professional, respectful manner. Also, you are expected to keep all posts related to the topic being discussed that week. Any communication, whether written or verbal, that is discriminatory in nature will not be tolerated and will be dealt with immediately. This could result in being withdrawn from the course, and/or being reported to the Dean of Students' Office.

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*Grading Policy/Uploading Assignments/Blank Documents *

- You are expected to submit quality, college-level work, free from errors and slang, on the date on which assignments are due (please see an overview course schedule and Blackboard modules).
- You are expected to keep all material from the class during the course of the semester.
- Grades are updated weekly and entered into the Blackboard grade book.
- It is the student's responsibility to monitor their grades and progress.
- Normal turnaround time for grading is two weeks (generally sooner).

- ****IMPORTANT!!!**** Please ONLY upload essays in PDF or Word versions! I WILL NOT accept any assignments in Pages (or software programs other than Word, Google Docs, or PDFs). Blackboard and Turnitin cannot "read" this software!
- A grade of 0 will be entered in the grade book for any document in a format in which I cannot download/edit/read, which includes Pages for Mac users.
- Please upload assignments through the assignment link (unless otherwise noted).
- I am not responsible for lost or misplaced assignments, or assignments that are awarded a 0, because they were uploaded to the wrong area.
- If you submit a blank document, this will be considered a 0. You will be able to resubmit any assignments within 1 day of the assignment deadline (with the exception of essays and drafts).
- I am not responsible for paper/homework that is not attached when submitting an assignment.

Late Work Policy

- **No exams, essay reflections, or discussion board posts will be accepted/administered late** without written permission from the instructor. You will need to email me BEFORE an exam deadline, not afterward, if you would like me to consider any extension due to an unforeseen circumstance.
- **For assignments/homework ONLY, you will be allowed to submit assignments up to 1 day late.** I will send you a reminder that will be emailed to your SPC email. You will have until the following day (11:59 pm, CST) to submit the missing assignment. After

that, a grade of 0 will be recorded in the grade book. This does not apply to discussion boards or exams.

If a student is dealing with an unforeseen circumstance (e.g., a death in the family, an illness), **the student should contact the instructor immediately, before the due date of an assignment**. The instructor reserves the right to request appropriate written documentation (e.g., doctor's note). <u>Please do not assume that the instructor will change the date of an assignment, or extend the date, due to an unforeseen circumstance</u>. *It is only at the instructor's discretion that due dates may be amended or extended*. If a date is changed, it will only be changed/amended/extended once. After that, a grade of 0 will be given for additional missed assignments.

==*Assignment Policies/Requirements*==

- You will receive a **set of specific instructions** for **<u>each assignment</u>**, as well as the rubric, which will be used to grade your weekly reading assignments.
- Unless otherwise noted, all assignments should be typed in Word, Google Docs, or saved and uploaded as PDFs.
- REMINDER!!! Assignments will<u> ONLY be accepted in Microsoft Word and</u> <u>PDF</u> versions, uploaded through Blackboard and Turnitin.

==*Discussion Board Requirements*==

Discussion Board Requirements

Discussion Board Requirements
Initial post, 100 words, due by Thursday, 11:59pm – worth up to 50 points
You will have until Sunday of that week (11:59pm) to post one additional reply (50 words) to another classmate – worth up to 50 points
You will be in a small group; you will be interacting with the professor and other classmates.
Grading: <u>Grade is based on length, quality, and timeliness</u>. Posts that add to discussion, question things, solve issues, apply concepts, answer every part of the question, and use examples from the book and other sources are considered "A" posts.

==*Essay Policies/Requirements*==

- You will receive a **set of specific instructions** for **<u>each writing assignment</u>**, as well as the rubric, which will be used to grade your essays/reflections.
- Essays **are expected to be complete when submitting!!**
- Unless otherwise noted, all essays (drafts, revisions, and all parts) should be in a proper essay format, MLA, paragraphs, and typed in Word.
- Reflections will be submitted through the Turnitin system through Blackboard. Turnitin is a plagiarism and grading platform.

- Essays **WILL NOT be accepted late** unless permission has been granted ahead of time by the instructor.
- REMINDER!!! Essays will ONLY be accepted in Microsoft Word and PDF (NOT Pages for Macbook users) versions, uploaded through Turnitin.
- Essays in Pages for Mac, or another word processing software OTHER than Word or PDF will not be accepted. Turnitin cannot open/read/grade these documents.

PLAGIARISM AND CHEATING POLICY

Plagiarism and Cheating

Students are expected to do their own work on all projects, quizzes, assignments, digital homework, exams, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.
Please do not, under any circumstances, turn in a paper, whether whole or in part, that is not your own. Please see the information below related to plagiarism and cheating.

What is Plagiarism?
Plagiarism violations include, but are not limited to, the following:
1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail-order term paper mill;
2. Turning in a paper/project/assignment that someone else completed for you;
3. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
4. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
5. Missing in-text citations.
6. Taking an essay/paper/assignment you wrote for another class (whether for me or another professor) and submitting it again in this class.

What Constitutes Cheating?
Cheating violations include, but are not limited to, the following:
1. Obtaining an examination by stealing or collusion;
2. Discovering the content of an examination before it is given;
3. Using an unauthorized source of information (notes, textbook, text messaging, internet) during an examination, quiz, or homework assignment;
4. Entering an office or building to obtain unfair advantage;
5. Taking an examination for another and/or having someone else take an exam for you;
6. Altering grade records;
7. Copying another's work during an examination or on a homework assignment;
8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
9. Taking pictures of a test, test answers, or someone else's paper;
10. Using a translator (whether human or electronic) in this reading and writing course.

SPC Institutional Policies

Attendance: Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college, or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting. Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy. It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Academic Integrity: It is the aim of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present assignments that he or she has not honestly performed is regarded as a serious offense. The offender is liable to the consequences for cheating and plagiarism as described in the SPC catalog in sections, "Academic Integrity" and "Student Conduct."

Campus Carry and South Plains College: Important Information: Texas SB 11 (Campus Concealed Carry) went into effect for community colleges on August 1, 2017.

Campus Resources:

- **Tutoring:** Tutoring Services will be offering face-to-face tutoring one-on-one appointments, one-on-one live virtual sessions with SPC tutors, as well as using services from tutor.com. For additional questions regarding Tutoring Services or scheduling, please contact Ms. Rebecca Grunder at 806-716-2538 or at rgrunder@southplainscollege.edu.

- **Library Resources:** Access electronic resources, chat with a librarian, get help with your citation, and find short videos to help you get started with using Library services. Visit https://southplainscollege.libguides.com/ or contact the library at Levelland (806-716- 10 2330 or library@southplainscollege.edu) or at Reese (806-716- 4682 or referencelub@southplainscollege.edu).
- **Health & Wellness Center:** The counselors at the Health & Wellness center can advise you confidentially. They can also help you access other resources on campus and in the local community. You can schedule an appointment with a counselor by calling 716- 2529.
- **Advising & Testing:** Students may contact the advising and testing center for information regarding TSI or other tests required by programs at SPC and/or advising services.

Non-Discrimination Statement: South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Dr. Stan DeMerritt, Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806- 716-2360.

Students with Disabilities: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296- 9611.

Title IX Pregnancy Accommodations: If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical information, to the Director of Health & Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health & Wellness at 806-716-2362 for assistance.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and

perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is but also model society as it should and can be.

11.

Syllabus Statement

I reserve the right to amend, delete, add, and/or edit the above information, as well as dates/assignments as needed, to meet learning outcomes in the course.

The intention of the master syllabus is to provide an outline of the contents of this course, as specified by faculty of the Reading Department at South Plains College, regardless of who teaches the course, when it is taught or where it is taught. Faculty members teaching this course for South Plains College are expected to facilitate learning pursuant to the course objectives. However, instructors also are encouraged to cover additional topics of interest so long as those topics are relevant to the course's subject. The master syllabus is, therefore, prescriptive in nature but also allows for a diversity of individual approaches to course material.

TENTATIVE Schedule for Online Coreq: READ0301/EDUC110 – Sprng, 2022 – Dr. Warnick

Schedule Subject to Change

Please Note: I reserve the right to change/amend/delete/add/edit materials, assignments, assessments, and dates as necessary to meet the learning outcomes of the course. Please check Blackboard for an updated schedule.

This is a **tentative course schedule** and is subject to change at the discretion of the instructor.
Please note: This is **an OVERVIEW** of the semester; **this is NOT a complete homework schedule**.
Specific activities and homework assignments are in your weekly Modules in Blackboard.
You will be notified in class and/or via Blackboard of any changes. It is your responsibility to keep up with changes to the schedule and syllabus.

Week	Topic/Discussion/Activity	Due/ To Do: *Unless otherwise noted, assignments are due by 11:59pm on the date indicated below*
Week 1 Jan 18-23 **Weekly folders open on Sunday!**	**Welcome to the Class! I am glad you are here!! Getting Started in Class! Zoom in/Zoom out Strategy**	**Complete Week 1 Folder in Blackboard**
Week 2 Jan 24-30 **Small group discussion board week**	**Reading/Thinking Voice, Note-taking Strategies Style #1, Beginning Grammar**	**Complete Week 2 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 3 Jan 31-Feb 6 **Small group discussion board week**	**Writing about Reading, Summarizing Information, Note-taking Strategies #2, Complete Sentences**	**Complete Week 3 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 4 Feb 7-13 **Small group discussion board week**	**Inferences, College Success**	**Complete Week 4 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 5 Feb 14-20 **Exam #1 on Thursday, 9/30**	**Written Reflection Week**	**Complete Week 5 Folder in Blackboard** ***Written reflection #1 due by Sunday
Week 6 Feb 21-27 **Small group discussion board week**	**Topics, Main Ideas, and Signal Words in Reading, Part I**	**Complete Week 6 Folder in Blackboard** ***Submit reading assignment by Sunday

Week 7 Feb 28-Mar 6 **Small group discussion board week**	**Topics, Main Ideas, and Signal Words in Reading, Part II**	**Complete Week 7 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 8 Mar 7-13 **Small group discussion board week**	**Implied Main Idea** **Mid-term Exam**	**Complete Week 8 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 9 Mar 14-20 **SPRING BREAK!!!**	**No homework this week**	**No Homework This Week!**
Week 10 Mar 21-27 **Small group discussion board week**	**Introduction to Text Organization/Patterns, Part I**	**Complete Week 10 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 11 Mar 28-Apr 3 **Small group discussion board week**	**Introduction to Text Organization/Patterns, Part II**	**Complete Week 11 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 12 Apr 4-10 **Small group discussion board week**	**Summarizing Literature, Research Tips**	**Complete Week 12 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 13 Apr 11-17	**Library Session, Writing Workshop for Personal Statement** **Written Reflection Week**	**Complete Week 13 Folder in Blackboard** ***Submit reading assignment by Sunday ***Written Reflection #2 due by Tuesday
Week 14 Apr 18-24	**Exam Prep, Comparing Texts when Reading**	**Complete Week 14 Folder in Blackboard** ***Submit reading assignment by Sunday
Week 15 Apr 25-May 1	**Synthesizing Sources/Meetings with Dr. W/Work on Final Reflection**	**Complete Week 15 Folder in Blackboard** ***Submit reading assignment by Sunday

Week 16 May 2-8	Nelson-Denny/Work on Final Reflection	Complete Week 16 Folder in Blackboard ***Final reflection (reflection #3) due by Sunday, May 8