



## Walters State Community College Course Syllabus

### Course Information

**Course Number and Name:** ENGL 1010 English Composition I

**Section ID:** 81206.202380

**Semester and Year:** Fall 2023

**Credit Hours:** 3

**Start Date:** August 21, 2023

**End Date:** December 08, 2023

**Course Format:** CON - Conventional Methodology

**Catalog Course Description:** A composition course in argumentative writing, including invention, organization, style, and revision. Critical reading and thinking will be addressed through students writing. Research skills and documentation will be introduced. Prerequisites: Completion of Learning Support Reading and Writing, if required. **F, S, Su** (T)

**General Education Course Designation:** General Education Course

**Meeting Details:** TR; 09:35AM - 11:00AM; MBSS 243

**Course Drop Deadline:** October 27, 2023

### Instructor Information

**Name:** Abbey Anderson

**Office Location:** HUM 148L

**Office Hours:** Ms. Anderson's office hours will be posted in eLearn.

**Office Phone:** 423-585-6967

**Email:** Abbey.Anderson@ws.edu

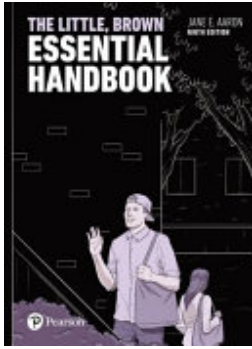
**Supervisor Name:** Christopher Morelock

**Supervisor Phone:** 423-585-6780

### Required Textbook(s) and Materials

**The Little, Brown Essential Handbook**

**ISBN:** 9780134515212



**Authors:** Jane E. Aaron  
**Publisher:** Pearson  
**Publication Date:** 2017-01-04  
**Edition:** 9th

## Student Learning Outcomes/Objectives

- distill a primary purpose into a single compelling statement by
  1. selecting and narrowing their own topics.
  2. identifying and writing argumentative thesis statements.
  
- order major points in a reasonable and convincing manner based on that purpose by
  1. engaging in the writing process—including prewriting, outlining, drafting, and revising.
  2. demonstrating the relationship between the thesis and outline.
  3. writing formal topic and sentence outlines.
  4. developing an introduction, body, and conclusion for each collegiate essay.
  
- develop ideas using appropriate argumentative rhetorical patterns by
  1. employing reasonable, logical argumentative strategies to support fully the thesis.
  2. synthesizing source materials with original thought.
  
- employ correct diction, syntax, usage, grammar, mechanics, punctuation and spelling by
  1. editing and revising their essays.
  2. addressing issues of style and audience through revision.
  
- manage and coordinate basic information gathered from an outside source by
  1. critically analyzing the source materials.

2. locating and using credible secondary sources.
3. differentiating between opinions, facts, and inferences.
4. quoting, paraphrasing, and summarizing source materials.
5. documenting sources according to MLA standards through a Works Cited list and internal citations

## Instructional Approach and Methods

1. Students will produce an argumentative writing sample during the first week of class in order for the instructor to evaluate basic writing skills and to make referrals for further assessments.
2. In addition to the sample, students will complete a first-of-semester Multiple Sections Verification (MSV) objective exam (which does not receive a grade), an end-of-semester MSV objective exam (which counts 5% of the final grade), quizzes, in-class writings, and major graded papers. These writings represent a minimum for the course, and with drafts and informal writing assignments, students should write a min. of 4000 words during the semester.
3. Students will move through a process to complete major papers. The process will vary according to assignments, but it should include prewriting, outlining, drafting, and editing.
4. Students must write a minimum of four papers (including the writing sample). The instructor and peers will assess stages of the writing process for each paper, and the student will revise accordingly to arrive at a final draft. Revisions may receive daily points for addressing instructor and peer feedback, but once a student submits a major paper for a final grade, it cannot be resubmitted for a higher grade.
5. The student will keep all required paper drafts and make revisions according to instructions.
6. The student will submit electronic notes, bibliographic information, rough drafts, and source material used in preparation of documented papers so that the instructor may verify paraphrased material and direct quotations. Additionally, students will submit all paper materials (such as, for example, rough drafts and final drafts) to eLearn dropboxes for plagiarism detection.

## Assessment, Evaluation and Testing Procedures

The instructor evaluates each paper on its own merits. There is no formula for judging a paper. Certain considerations influence the grade: the quality of content and organization; thesis; specific detail to support and develop general statements; and the number and frequency of serious errors (such as fragments, comma splices, fused sentences, errors in agreement and tense, misspellings,

and awkward constructions). A paper may be relatively free from errors but lacking in content; such a paper receives a low grade.

On the other hand, a paper with good content and organization may receive a low grade because of serious errors in grammar, punctuation, sentence structure, and spelling. Progress is a principal objective; therefore, repeated errors and deficiencies become significant in the evaluation of the student's writing.

## Grading Scale

A	90 – 100%
B	80 – 89%
C	70 – 79%
D	60 – 69%
F	59% and below

## Assignments

Throughout the course, quiz assignments will be given. These quizzes could relate to various course materials such as assigned readings, lecture materials, and writing exercises (such as rough drafts and outlines, for example). These quiz assignments will be averaged together and will determine 15% of your course grade. If a quiz assignment is not submitted by the due date, the quiz will receive a grade of zero. **There will be no make-up quizzes.** However, since everyone has a bad day every now and then, each student's two lowest quiz scores will be dropped. Each paper contributes a different percentage to your overall course grade as well. The MSV posttest will additionally count 5% toward your final class score. A chart of the course assignments appears below:

Essay #1 is the writing sample, which does not receive a grade.

Essay #2 is 24% of the total course score.

Essay #3 is 30% of the total course score.

Essay #4 is 26% of the total course score.

Quizzes are 15% of the total course score.

MSV Objective Posttest is 5% of the total course score.

## Course and Class Policies/Procedures

The instructor encourages the student to schedule conferences. Any student who needs additional help should request extra conferences. In the conferences the instructor reviews the student's written work, explaining and clarifying points that are giving the student trouble, noting evidence of improvement, and making suggestions for further improvement. The instructor also helps the student to self-diagnose any areas of punctuation, diction, or sentence structure to which additional attention and study should be directed. The student may also seek further help from the English Learning Lab Technician in Humanities 120, where both professional and peer tutors are available to assist, either on site or online.

## Additional Course Requirements/Details/Information

### **Essay Information**

For every day—not just every class meeting—an essay is late, I will reduce the essay's final score by 10 points. Please note that late submissions will be graded after all punctually submitted compositions, at my earliest convenience. Students are not under any circumstances to submit any of their original writing that has been submitted in another class (even if the essay was submitted in one of my classes previously), posted on the Internet, or published in any form. Such submissions will earn a grade of zero.

### **AI Policy**

Students are not allowed to use Artificial Intelligence (AI) tools (also known as "chatbots")--such as ChatGPT, for example --for any class assignment/activity unless the assignment/activity specifically states that AI use is permitted.

### **Plagiarism and Academic Dishonesty**

Students are not allowed to submit another person's work as their own. This is an act of plagiarism, which is a serious offense. Plagiarism occurs in various forms, but perhaps the most frequent plagiaristic acts occur when a student takes another person's work from the Internet, failing to document the material sufficiently. A few other forms of plagiarism are described in the following examples: when 1—a student “collaborates” with another person to the point that the student is no longer the major creator of the project, 2—a student does not document directly quoted material properly (failing to use works cited entries, parenthetical citations, etc.), 3—a student paraphrases/summarizes incorrectly, omitting needed quotation marks and other citation requirements, 4—a student gets another person to complete the student's assignment. Cheating is likewise prohibited. See section below titled "Academic Honesty" for more details.

### **Attendance**

Because this is an on-ground course, “attendance” is defined as a student physically attending the class. I take roll at the beginning of each meeting; thus, if you are tardy, it is your responsibility to notify me that you are present at the end of class. Otherwise, you will be marked absent. This class attendance policy does not distinguish between “excused” and “unexcused” absences.

## **Offensive Content and Language**

Some of the works we may read in class might address religious, racial, and sexual themes. However, I expect students to acknowledge the difference between ideas promoted by characters and/or authors and teaching provided by me. If you have any problems concerning these themes, please contact me so that we can avoid a misunderstanding.

## **Other Matters**

- Do not converse with classmates during lecture; this is incredibly rude and disrespectful. These conversations also distract pupils from hearing important course information. Since students are encouraged to participate in class, if you have a question or wish to make a comment, simply raise your hand.
- Turn off cell phones, beeping watches, and all electronic items that make noise in order to be courteous to classmates and the instructor.
- Do not use technology for tasks unrelated to class (such as, for example, listening to music, watching videos, gaming, posting to social media, etc.).
- Do not eat during class; the classroom is not a restaurant.
- If you find that you are having difficulties with this course, feel free to contact me *as soon as possible* so that I can try to help you with your studies. Do not wait until three weeks before finals to come to me with your problems—by then, it will probably be too late.
- Students must upload electronic copies of rough draft materials and final drafts to eLearn dropboxes. The files must be submitted in one of the following formats, which eLearn can read: .doc, .docx, or .rtf. If a student submits a document in another, unreadable format, it will receive a zero.
- I will not notify a student if a required document is not submitted to the dropbox, as it is the pupil’s responsibility to go to the dropbox and verify successful submission of the material. Students are highly encouraged to keep all Dropbox Submission Receipts throughout the semester since these receipts provide information relating to each dropbox submission (such as time/date of submission, for instance). If a document is not submitted successfully to the dropbox by the due date, late paper deduction penalties outlined above will apply.
- I will not notify a student if an incorrect file is submitted to the dropbox because it is the student’s responsibility to make sure the correct document/file is submitted to the dropbox. Naming document files clearly (such as, for example, RJones—ENGL 1010 Essay 2—Rough

Draft or RJones—ENGL 1010 Essay 2—Final Draft) can be most helpful in identifying correct files to upload to the dropbox. If a student does not submit the correct document/file to the dropbox, upon realizing his or her mistake, the student should immediately upload the correct document/file. If the correct file is uploaded after the due date, however, late paper deduction penalties outlined above will apply.

- Once an essay has been graded, it cannot be resubmitted for a higher grade.
- If a student cannot access the designated dropbox when a paper is due, the pupil must send the essay to me via e-mail attachment in eLearn by the due date. Otherwise, late paper deduction penalties outlined above will apply. This method of submission, however, is only to be used in emergency situations, and the student still must upload the paper to the proper eLearn dropbox as soon as dropbox access is restored.
- In the rare event that a student is not able to access eLearn at all when a paper is due, the pupil must send the essay to me via e-mail attachment to the following address by the due date: [Abbey.Anderson@ws.edu](mailto:Abbey.Anderson@ws.edu). Otherwise, late paper deduction penalties outlined above will apply. This method of submission, however, is only to be used in emergency situations, and the student still must upload the paper to the proper eLearn dropbox as soon as dropbox access is restored.
- Extra credit *may* be offered during the course. This is not a guarantee, however.
- In the event of a grade dispute, it is the student's responsibility to provide documentation of course work.

## Academic Honesty

Faculty expect all students to refrain from acts of academic misconduct including but not limited to:

1. Plagiarism - refers to using another person's ideas or writing without giving proper credit to the original source. Indulging in this type of conduct will subject the student to disciplinary sanctions, which may be imposed through the regular institutional procedures of Walters State Community College as outlined in the Student Handbook. Plagiarism will result in a grade of "0" for the paper/exam/presentation. Student Conduct and Disciplinary Sanctions contained in the college Catalog/Student Handbook apply (see policy 04:18:02 Disciplinary Sanctions).

Plagiarism includes, but is not limited to the following:

- a. Using cut/paste tool from original document with no references given.
- b. Copying another student's work and submitting it as one's own.
- c. Forging or otherwise altering signatures.
- d. Giving or falsifying academic documents or materials.

2. Cheating - construed as attempting to deceive or mislead which includes, but is not limited to the following:
- a. Utilizing old tests, projects, notes or written papers.
  - b. Providing unauthorized information to a fellow student about exam content.
  - c. Receiving unauthorized aid from any source with quizzes, examinations, or other assignments.
  - d. Seeking information in an unacceptable manner during/preceding an exam or other assigned work (cheat sheet, verbal exchange, looking at another person's paper or electronic device, utilizing headphones, using textbook when the test/quiz is not an open book test/quiz, using textbook test bank etc.).
  - e. Consulting with a classmate or others when taking a computerized test.
  - f. Disregarding other specific policies and procedures outlined for a particular class.
  - g. Utilizing unapproved technology/electronic equipment during testing (i.e.: mobile devices such as cell phones, smart devices, or tablets, etc.).
  - h. Using the same Internet Protocol network address (IP address) as another student for testing without approval from the course faculty.
3. The use of any generative artificial intelligence (AI) tool, such as OpenAI's ChatGPT, Google's Bard, or any other pre-trained language model (commonly referred to as "chatbot"), must be cited for any assignment where it has been used and may not be used unless specifically allowed by your instructor. Please see your instructor or the course policies within the syllabus if you have questions.

## Student Resources

### TUTORING SERVICES

Students in need of tutoring assistance are encouraged to contact the Office of Student Tutoring located as follows:

- Morristown Campus - Student Services Building Room L107 - (423) 585-6920
- Niswonger Campus - GRNV 226 - (423) 798-7982
- Sevierville Campus - MMH Room 210 - (865) 286-2787
- Claiborne Campus - Room 123A - (423) 851-4761

Specific tutoring assistance in mathematics and writing is available in-person and online as follows:

- Morristown Campus - English Learning Lab - HUM 120 - (423) 585-6970



[Walters State English Learning Lab \(opens in new window\)](#)  
[ws.edu/academics/humanities/writing-lab](http://ws.edu/academics/humanities/writing-lab)

- Morristown Campus - Mathematics Lab - MBSS 222 - (423) 585-6872

[Walters State Mathematics Learning Lab \(opens in new window\)](#)  
[ws.edu/academics/mathematics/learning-lab](http://ws.edu/academics/mathematics/learning-lab)

## **TECHNOLOGY SUPPORT**

Students who need assistance with computing and technology issues should contact the IET Helpdesk by phone at Morristown: (423) 318-2742; Niswonger: (423) 798-8186; or Sevierville: (865) 286-2789 or on-line access.

[Walters State Helpdesk \(opens in new window\)](#)  
[helpdesk.ws.edu](http://helpdesk.ws.edu)

## **STUDENTS WITH DISABILITIES SUPPORT SERVICES**

Students with disabilities must register with Student Support Services each semester in the Student Services Building, Room U134 (phone (423) 585-6892) if they need any special facilities, services, or consideration.

[Walters State Student Support Services \(opens in new window\)](#)  
[ws.edu/student-services/disability/](http://ws.edu/student-services/disability/)

## **SUICIDE PREVENTION STATEMENT**

Walters State is committed to and cares about all students. Support services are available for any person at Walters State who is experiencing feelings of being overwhelmed, hopelessness, depression, thinking about dying by suicide, or is otherwise in need of assistance. For immediate help, contact the National Suicide Prevention Lifeline by calling or texting 9-8-8 or the Trevor Lifeline at 1-866-488-7386. Veterans may also contact the Veterans Crisis Line at 1-800-273-8255 (press 1) or Text 838255.

Walters State has a relationship in place with the following community agencies to provide services (may include crisis referral services, prevention screenings, etc.):

- Cherokee Health Systems 423-586-5032
- Frontier Health 423-467-3600

## **College Policies**

## **STUDENTS HANDBOOK AS OFFICIAL GOVERNING DOCUMENT**

This class is governed by the policies and procedures stated in the current Walters State Community College Student Handbook. All students attending Walters State Community College, regardless of the time, location, or format of the class, must abide by the rules and regulations outlined in the current Walters State Catalog/Student Handbook and the current Walters State Timetable of Classes.

[Walters State Catalog \(opens in new window\)](https://catalog.ws.edu/)  
[catalog.ws.edu/](https://catalog.ws.edu/)

[Walters State Timetable of Classes \(opens in new window\)](https://ws.edu/admissions/registration/)  
[ws.edu/admissions/registration/](https://ws.edu/admissions/registration/)

## **PURPOSE, LIMITATIONS AND MODIFICATION OF SYLLABUS**

This syllabus sets forth the expectations for the course content, work, and grading as well as expectations for student performance and conduct. The syllabus does not constitute a contract between the student and the instructor or the College. The information contained here is subject to change at any time. The instructor reserves the right to modify this syllabus at any time with written notification to the students. Though changes are possible, it is expected that the course will be conducted as described in this syllabus for the semester/year specified in the Course Information section of the syllabus. This syllabus is only valid for the semester/year specified and course requirements are not guaranteed for future semesters.

## **COURSE GROUND RULES**

- Students must attend the first day of on-ground class or contact the instructor prior to the first class. Failure to do this may result in being dropped from the class. Excessive absences may substantially lower the course grade.
- Regular class attendance is a student's obligation for any course regardless of format. (See the Walters State Catalog/Student Handbook). If a student misses class, it is his or her responsibility to contact the instructor regarding missed assignments and/or activities and to be prepared for the next class assignment.
- Students enrolled in web courses must follow the course attendance policy defined for online attendance during the first week of class and throughout the term. Failure to do this may result in being dropped from the class during week one OR may result in the accrual of absences which may negatively impact the student's grade in the course.
- Students who have not paid fees on time and/or are not correctly registered for this class and whose names do not appear on official class rolls generated by the Walters State student information system (MyWS) will not be allowed to remain in class or receive credit for this course.

- Electronic devices must not disrupt the instructional process or college-sponsored academic activity. Use of electronic devices is prohibited unless use of the device is relevant to the activity and use is sanctioned by the faculty member in charge. Electronic devices that are not relevant to the activity or sanctioned by the faculty member in charge should be set so that they will not produce an audible sound during classroom instruction or other college-sponsored academic activity.

## **FINANCIAL AID**

Students receiving any type of financial aid or scholarship should contact the Financial Aid Office before making any changes to their schedule. Schedule changes without prior approval may result in loss of award for the current term and future terms.

All forms of student Financial Aid may be jeopardized or lost due to the lack of Satisfactory Academic Progress in one or multiple courses. Lack of Satisfactory Academic Progress may negatively impact a student's degree/certificate completion pace and further jeopardize Financial Aid eligibility.

## **CANCELLATION OF CLASSES AND ACADEMIC CONTINUITY**

For information related to the cancellation of classes due to inclement weather or other events, please check the Senators Emergency Text system or the college's Web site at:

[Walters State Homepage \(opens in new window\)](#)

[ws.edu/home/](http://ws.edu/home/)

[Walters State Facebook page \(opens in new window\)](#)

<https://www.facebook.com/WaltersState/>

[Walters State Twitter page \(opens in new window\)](#)

<https://twitter.com/waltersstate>

or call the college's student information line, 1-800-225-4770, option 1; the Sevier County Campus, (865) 774-5800, option 7; the Niswonger Campus (423) 798-7940, option 7; or the Claiborne County Campus, 423-636-6200, option 7. Also, please monitor local TV and radio stations for further announcements.

When an event or disaster interrupts the scheduled operations of the college and the ability to proceed with the academic course activities as planned, the college and your instructor may alter the course plan outlined in the syllabus. Should an event occur, students should refer to their course e-Learn pages and/or class materials previously delivered to receive guidance from their instructor. Students should continue to monitor the official college channels of communication listed in the above paragraph. If you would like to sign up for the Senators Emergency Text system, please go to the following Web site:

[Senator Emergency Text System \(opens in new window\)](#).  
[ws.edu/set/](#)

Dual Enrollment students attending on a high school campus should refer to the high school inclement weather cancellations.

## **LEARNING MANAGEMENT SYSTEM**

Brightspace (commonly known as eLearn or D2L) is the college's Learning Management System (LMS).

Brightspace is committed to accessibility by "deliver[ing] a learning experience that meets the needs of all people, regardless of age or ability." [Brightspace Accessibility Standard \(opens in new window\)](#)

Brightspace is also committed to guarding student data and privacy. [Brightspace Privacy Policy \(opens in new window\)](#)