

**Professor:** Ann Marie Brown  
**Phone:** 415.302.8207 (unless it's an emergency, please use email, not phone/text, to communicate)  
**E-mail:** abrown@sierranevada.edu  
**Office:** TCES second floor  
**Office Hrs:** M/W 1-4 p.m. (please make an appointment)  
**Class Time:** M/W 10:00 a.m. to 12:45 p.m. (**NOTE: 8-week module / August 18 to October 8**)  
**Location:** Patterson 207

**Course Description:** This course focuses on the development of writing skills fundamental to expressing ideas, imagination and opinion within the academic arena. It includes intensive review of the sentence, with attention to organizing paragraphs and essays. Students will be encouraged to develop fluency in written expression, clarity of style, and proficiency in the use of the English language. Units do not count toward graduation.

### **Required Texts and Materials:**

1. *Read, Write, Connect: A Guide to College Reading and Writing* by Kathleen Green and Amy Lawlor
2. Selected short stories from [www.americanliterature.com](http://www.americanliterature.com) (you can download these for free)
3. Laptop computer (one that meets the published SNC Laptop Requirements). Bring to class EVERY day. Make sure it is charged and fully functional.
4. Microsoft Word software (installed on your laptop).
5. A 3-ring binder for storing all drafts of your writing assignments (will be collected at semester's end)

**Expectations:** Students are expected to be active participants, showing respect to all members of the class. Students will read and write daily. Students will review student handbook policies on plagiarism and will present only their own work to our community. Students will do their best work, and will communicate with the instructor if having difficulties.

**Student Outcomes:** Students will become confident in writing academic essays with clear purpose, development, and organization and will also become proficient in English grammar. Students will also improve abilities in creative self-expression.

**Methods of Assessing Student Outcomes:** Tools for assessment include papers, in-class writings, readings and reading responses, exams, quizzes, class discussions, attendance, participation, and a final portfolio of revised work. ***There are NO MAKE-UPS for in-class quizzes or exams.***

**Attendance:** ***This class meets for only 8 weeks, so attendance is of utmost importance.*** Students are expected to attend every class and arrive on time: 3 tardies = 1 absence and 3 absences = a 20% deduction of final grade (i.e. an "A" becomes a "C"). Students who are absent 4 times or more (including accumulated tardies), will not pass this class. In every class period, points are awarded for in-class assignments and/or grades for quizzes. There are **NO make-ups for these in-class points and quiz grades.** On any day that you are absent, you will miss out on points toward your final grade.

If you are absent, **work due on that day is still due.** It may be brought in by a classmate, but all work is due **when the class begins.** Some absences (cleared in advance) may be excused and will not adversely affect your grade. These include absences followed by a note from a medical facility identifying you were under medical care on that day and at that time, and absences resulting from attending school-related trips. ***It is the students' responsibility to discuss the nature of the absence with me.***

**Late assignments** will be graded down by 10% for EVERY CALENDAR DAY that the assignment is late. I do not accept “my computer died” or “the printer is not working” or “you must not have gotten my email” as an excuse for late assignments.

**Class Requirements:** Students are required to do a significant amount of reading, writing and revising. Please use a three-ring binder to keep a copy of all written work and handouts (in addition to your electronic files). Get a BIG binder. Retain digital and hard copies of all your work for this class until the final grades have been submitted. Back up your work consistently. **Keep ALL versions of your work, including drafts. You will need all drafts for your portfolio** (see below).

**Portfolio:** At the end of the course, students will compile a portfolio of chosen revised works, including essays and in-class writings. Your portfolio will also include a reflective piece on your work, how you view yourself as a writer, and your understanding of the writing process. All drafts will be included with the revised version.

Students are responsible for all material covered during the course, whether it is handed out in class, discussed in class, read as an assignment, or disseminated in any other way. If you are absent, make sure you check with your assigned partner(s) to find out what information you missed that day.

Turn off your cell phone, iPod and all other distracting devices in the classroom. If we are using computers during class, you are expected to refrain from activities not related to the lesson (i.e. Web surfing, Facebook, YouTube, etc.)

**Grading Policy:** Grades are based on the accumulation of points during the semester (total possible points = 1,000), distributed in the following ways:

- **25% in-class assignments and workshop participation points (250 points)**
- **25% written work – paragraphs & essays (250 points)**
- **25% exams/quizzes/reading assignments (250 points)**
- **15% final writing exam – timed writing (150 points)**
- **10% portfolio of revised work (100 points)**

**Improving Essay Grades:** All final drafts of papers written in this class may be improved and rewritten to raise your grade by as much as 10%. Revisions for a grade change must be arranged with me in advance. All papers that were assigned and written before the midterm must be rewritten for a grade change before the midterm. The same follows for the end of the course. The more you work on your papers with additional revisions, the more your writing and your grade will reflect your hard work. Please take advantage of my office hours, the tutors and the writing center. *I am always willing and available to help my students.*

### **Sanctions for Cheating and/or Plagiarism**

**The Honor Code:** The faculty of SNC believes students must be held to high standards of integrity in all aspects of college life in order to promote the educational mission of the College and to encourage respect for the rights of others. Each student brings to the SNC community unique skills, talents, values and experiences which, when expressed within the community, contribute to the quality of the educational environment and the growth and development of the individual. Students share with members of the faculty, administration and staff the responsibility for creating and maintaining an environment conducive to learning and personal development, where actions are guided by mutual respect, integrity, responsibility and trust. The faculty and students alike must make diligent efforts to ensure high standards are upheld by their colleagues and peers as well as themselves. Therefore faculty and students accept responsibility for maintaining these standards at Sierra Nevada College and are obligated to comply with its regulations and procedures, which they are expected to read and understand.

**Consequences of Violating the Student Honor Code:** SNC students and faculty share the responsibility for maintaining an environment of academic honesty. Thus, all are responsible for knowing and abiding by the SNC Faculty/Student Honor Code published in the current SNC Catalog. Faculty are responsible for presenting the Honor Code and the consequences of violating it to students at the start of their classes AND for reporting all incidences of academic dishonesty to the Provost. Students are responsible for knowing what constitutes CHEATING, PLAGIARISM and FABRICATION and for refraining from these and other forms of academic dishonesty. Violations of the Honor Code become part of a student's academic record.

1<sup>st</sup> Offense: Student receives a zero for assignment/exam and counseling with faculty on the honor code, consequences for violating the honor code, and the value of academic honesty in learning.

2<sup>nd</sup> Offense: Student fails course and receives counseling with faculty on the honor code, consequences for violating the honor code, and the value of academic honesty in learning.

3<sup>rd</sup> Offense: Student is expelled.

### **ADA Accommodations**

In accordance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973, students with a documented disability are eligible for support services and accommodations. If a student wishes to request an accommodation, please contact the Director of Academic Support Services, Henry Conover, at (775) 831-1314 x7534, [hconover@sierranevada.edu](mailto:hconover@sierranevada.edu) or go to the OASIS offices on the third floor of Prim Library within the first week of the semester.

### **The SNC Email System**

The SNC email system is the official communication vehicle among students, faculty members and administrative staff and is designed to protect the confidentiality of student information as required by the Family Educational Rights and Privacy Act of 1974 Act (FERPA). Students should check their college email accounts daily during the school year. Students have a right to forward their SNC e-mail to another e-mail account (for example, @hotmail or @gmail). However, confidentiality of student information protected by FERPA cannot be guaranteed for SNC e-mail forwarded to an outside vendor. Having email redirected does not absolve a student from the responsibilities associated with official communication sent to his or her SNC email account.

*Note: This schedule provides a general plan for this course. Changes may be necessary and you will be informed in such circumstances. Remember, you are responsible for material covered and announcements made during all classes, even those for which you are absent. Major assignment/deadlines are in bold.*

Date		
<b>Week 1</b> Aug. 18 & 20	Intro to E90 Course Diagnostic Pre-Tests Writing a Solid Paragraph Spell/Grammar Checks Becoming an Active Reader What is Plagiarism?? Identifying Subjects & Verbs Clauses: Independent & Dependent What's a Complete Thought?	<b>Bring textbooks and computers</b> <b>1-Paragraph Writing (Best Gift)</b> Read RWC pp. 258-266: "Understand Paragraph Structure" <b>3-Paragraph Writing (Pet Peeves)</b> Read RWC pp. 164-168: "Reading Fiction" Read RWC: Basic Sentence Components / Verbs & Subjects pp. 592-593 and 600-606 Short Stories: An Occurrence at Owl Creek Bridge & A Dark Brown Dog (download from <a href="http://www.americanliterature.com">www.americanliterature.com</a> ) <b>Reading Quiz #1</b>
<b>Week 2</b> Aug. 25 & 27	Essay 1: Description Gain Access to the English House of Commas: Proper Comma Use Organizing & Drafting a 5-Paragraph Essay Thesis Statement: What's Your Point? Introductions & Conclusions	<b>Grammar Quiz #1: Identifying Subj. &amp; Verbs</b> <b>Description Essay on Home</b> due Wed. Read RWC pp. 92-117: "Putting Ideas into Writing" Read RWC Description Essays p. 192 Read RWC: Commas pp. 664-673 Short Stories: The Gift of the Magi & A Monkey's Paw (download from <a href="http://www.americanliterature.com">www.americanliterature.com</a> ) <b>Reading Quiz #2</b>
<b>Week 3</b> Sept. 3 ONLY (Mon. 9/1 is Labor Day holiday - no class)	Essay 2: Description Revising vs. Proofreading: Critical and Separate Steps Mysterious Punctuation: Semicolons & Colons, Hyphens & Dashes Avoiding Sentence Fragments & Run-Ons	<b>Grammar Quiz #2: Commas</b> <b>Description Essay on Heroes</b> due Wed. Read RWC: Fragments & Run-ons pp. 635-653 Read RWC pp. 223-237: "Thesis & Main Idea" Short Stories: Eve's Diary & To Build a Fire (download from <a href="http://www.americanliterature.com">www.americanliterature.com</a> ) <b>Reading Quiz #3</b>
<b>Week 4</b> Sept. 8 & 10	Essay 3: Classification Sound-alikes: Commonly Confused Words Apostrophes <b>Midterm Exam (2 parts)</b> In-class Writing & Grammar Exam (cumulative)	<b>Grammar Quiz #3: Fragments &amp; Run-ons</b> <b>Classification Essay: due Wed.</b> Read RWC Classification Essays p. 190 Read RWC: Apostrophes pp. 701-707 Read RWC & handouts: Confused Words pp. 708-709 Short Stories: The Cactus & On the Gull's Road (download from <a href="http://www.americanliterature.com">www.americanliterature.com</a> ) <b>Reading Quiz #4</b> <b>IN-CLASS WRITING MIDTERM</b> <b>IN-CLASS GRAMMAR MIDTERM</b>
<b>Week 5</b> Sept. 15 & 17	Essay 4: Process Analysis Capitalization Quotation Marks	<b>Process Analysis Essay: due Wed.</b> Read RWC Process Analysis Essays p. 192 Read RWC: Capitalization pp. 713-715 Read RWC pp. 576-584: "Understanding Editing and Proofreading" Short Stories: The Skylight Room & The Story of an Hour (download from <a href="http://www.americanliterature.com">www.americanliterature.com</a> ) <b>Reading Quiz #5</b>

<b>Week 6</b> Sept. 22 & 24	<b>Essay 5: Comparison/Contrast</b>  Tricky Verb Tenses, Irregular Verbs, Subject-Verb Agreement Enough About I; Let's Talk about Me: Choosing Correct Pronouns	<b>Grammar Quiz #4: Quote Marks &amp; Capitals</b> <b>Compare/Contrast Essay:</b> due Wed. Read RWC Compare/Contrast Essays p. 193 Read RWC: Subject-Verb Agreement & Verb Tens Problems pp. 617-633 <b>Grammar Quiz #5: Verb Problems</b> Read RWC: Pronouns pp. 654-663 Short Stories: Kew Gardens & The Necklace (download from <a href="http://www.americanliterature.com">www.americanliterature.com</a> ) <b>Reading Quiz #6</b>
<b>Week 7</b> Sept. 29 & Oct. 1	<b>Essay 6: Argument/Persuasion</b>  Introduction to Research & Plagiarism Misplaced/Dangling Modifiers Parallelism Adjectives & Adverbs	<b>Grammar Quiz #6: Pronouns</b> <b>Argument/Persuasion Essay:</b> due Wed. Read RWC Argument pp. 238-252 Read RWC: Parallelism, Modifiers, Structure Problems pp. 674-691 Short Stories: Cathedral (download from <a href="http://nbu.bg/webs/amb/american/6/carver/cathedral.htm">nbu.bg/webs/amb/american/6/carver/cathedral.htm</a> ) <b>Reading Quiz #7</b>
<b>Week 8</b> Oct. 6 & 8 <b>FINAL EXAM</b>	Word Choice, Eliminating Jargon, Sentence Variety, and Writing Sentences with Style  Portfolios Final Exam Preparation	<b>Grammar Quiz #7: Modifiers, Parallelism</b> Portfolios due Monday, Oct. 6 (portfolio will be returned to you on Wed. Oct. 8) Short Stories: A Clean, Well-Lighted Place & How to Become a Writer (handouts) <b>Reading Quiz #8</b> <b>FINAL EXAM</b> – Timed writing in class Wed.

***The Mission Statement:***

*Sierra Nevada College graduates will be educated to be scholars of and contributors to a sustainable world. Sierra Nevada College combines the liberal arts and professional preparedness through an interdisciplinary curriculum that emphasizes entrepreneurial thinking and environmental, social, economic and educational sustainability.*

***The Core Themes:***

***Liberal Arts • Professional Preparedness • Entrepreneurial Thinking • Sustainability***