



PENSACOLA STATE COLLEGE

English Composition I - Section Syllabus

ENC1101 Section P1152

Spring 2024, Session A

Instructor: Mike Will

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Office Hours: M 8-9:30(407); 11:00-11:30 (9654)

T 8:00-9:30 (407); 11:00-12:30 (407)

W 8:00-9:30 (407)

Th 8:30-9:30 (407); 11:00-12:30 (407); 5:00-6:00 (407)

Department Head: Tracy Peyton, Ed.D.

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Final Exam Date and Time: Tuesday, May 7, 2024; 8:00-10:00

Last Date of Drop/Add: January 18, 2024

Last Date for Student to Withdraw: April 8, 2024

Course Description: Teaches the fundamentals of effective expression with emphasis on expository writing and logical thinking.

Class Meeting Time: Tuesday – Thursday; 9:30-10:45

Class Location: Building 4, Room 465, Pensacola Campus).

Credits: 3 cc

Prerequisites: Placement at the college level or completion of the appropriate exit-level developmental course(s) with a grade of C or better.

Offered: FA, SP, SU.

Distribution: Meets AA General Education Core, Communications requirement. A writing emphasis course.

Required Textbooks and Instructional Materials: There is no required text.

Supplemental Textbooks and Instructional Materials: None.

Special Requirements:

- Writing that includes at least five multi-paragraph writing assignments, at least one of which may be written in class.
- At least one paper integrates meaningful outside sources and correct citation into its content.
- Other writing, which may include single-paragraph themes, journal assignments, and summaries of readings.
- Quizzes and tests to be given at the instructor's discretion.
- A final exam on grammar and rhetorical principles or an equivalent measure of ability.
- A final essay exam written in class and counting 20% of the final grade.

Writing Emphasis Requirement: Instructors provide detailed feedback regarding the content, organization, and use of standard written English for each evaluated writing assignment before the submission of the next evaluated writing assignment.

Writing Emphasis Requirement: Grading rubrics will be used for each evaluated writing assignment. These rubrics will be shared with each student.

Writing Emphasis Requirement: The grades earned on the writing assignments must reflect student performance in college-level writing and significantly impact the grade.

Methods of Evaluation:

At minimum, the instructor will cover content which aligns with statewide and institutional learning outcomes for the course. The instructor will measure student performance using the following:

Grading Scale:	
90% - 100%	A
87% - 89%	B+
80% - 86%	B
77% - 79%	C+
70% - 76%	C
67% - 69%	D+
60% - 66%	D
0% - 59%	F

Grading Calculation	
Homework and quizzes	15
Essay 1-Creative Non-fiction	10
Essay 2- Summary and Response	10
Essay 3- Newspaper Reporting	20
Essay 4- Academic Argument	20
Multi paragraph Writing- In-Class	5
Final essay exam	20%
Total	100%

Evaluation of student progress towards achieving the stated learning outcomes and performance objectives is the responsibility of the instructor, within the policies of the College and the department. Detailed explanations are included in the expanded syllabus developed by the instructor for each section being taught.

Student Expectations: Students enrolled in this course can expect the following:

1. clearly identified course objectives;
2. productive class meetings;
3. a positive learning environment;
4. opportunities for appropriate student participation;
5. effective instruction;

6. positive and appropriate interactions;
7. assistance with meeting course objectives during and beyond class hours;
8. evaluation of student performance and appropriate and timely feedback; and
9. clear and well-organized instruction.

General Education Student Learning Outcomes:

- Critical Thinking: The student analyzes, evaluates, and, if necessary, challenges the validity of ideas, principles, or data in order to develop informed opinions, probable predictions, or defensible conclusions.
- Communication: The student effectively communicates knowledge and ideas.
- Information Literacy: The student effectively locates, evaluates, and applies information from a variety of sources.

Course Learning Outcomes:

1. Write essays with all parts – title, introduction, thesis, discussion, and conclusion – working together to communicate a single purpose to readers.
2. Develop papers using a recognizable, effective, and consistent organizational plan (e.g., the rhetorical modes of development by example, process analysis, comparison/contrast, causal analysis and argumentation). Paragraphs should have easily recognizable topics developed through specific details, explanation, and/or illustration that support the purpose. Appropriate transitions guide readers through the paper.
3. Develop college-level topics, with original content, and provide a depth of development beyond mere listing of paragraph sub-topics.
4. Use sentence structure and diction that reflect the patterns of Standard American English rather than the patterns of oral language.
5. Avoid errors that obscure meaning and cause readers to question the writer's credibility.
6. Demonstrate in papers the ability to critically analyze writing for effectiveness.

Academic Dishonesty Statement:

Pensacola State College is committed to upholding the highest standards of academic conduct. All forms of academic dishonesty, to include plagiarism and cheating, are prohibited. Penalties for academic dishonesty include but are not limited to one or more of the following: the awarding of no credit on the assignment, a reduction in the course grade, or the assignment of a final course grade of F and removal from the course. See the College Catalog for more details: <https://pensacolastate.smartcatalogiq.com/en/2023-2024/Catalog/Student-Handbook/Student-Responsibilities/Plagiarism-and-Academic-Cheating>

Student Email Accounts:

Pensacola State College provides an institutional email account to all students enrolled in courses for credit. PirateMail is the official method of communication, and students must use PirateMail when communicating with the College. In cases where companion software is used for a particular class, email may be exchanged between instructor and student using the companion software.

Flexibility:

It is the intention of the instructor to accomplish the objectives specified in the course syllabus. However, circumstances may arise which prohibit the fulfilling of this endeavor. Therefore, this syllabus is subject to change. When possible, students will be notified of any change in advance of its occurrence.

ADA Statement:

Students with a disability that falls under the Americans with Disability Act or Section 504 of the Rehabilitation Act, it is the responsibility of the student to notify Student Resource Center for ADA Services to discuss any special needs or equipment necessary to accomplish the requirements for this course. Upon completion of registration with the Student Resource Center for ADA Services office, specific arrangements can be discussed with the instructor.

Equity Statement:

Pensacola State College does not discriminate against any person on the basis of race, color, national origin, sex, disability, age, ethnicity, religion, marital status, pregnancy, sexual orientation, gender identity or genetic information in its programs, activities, and employment. For inquiries regarding the College's nondiscrimination policies, contact the Executive Director of Institutional Equity and Student Conduct, 1000 College Blvd., Building 5, Pensacola, Florida 32504, (850) 484-1759.

Security Statement:

Pensacola State College is committed to encouraging all members of the College community to be proactive in personal safety measures. In case of emergency, students should ensure that they are aware of the building exit closest to each of their classrooms, as well as all alternative building exits in case circumstances require using a different route.

Emergency Statement:

In the case of severe weather or other emergency, the College administration maintains communication with appropriate state and local agencies and makes a determination regarding the cancellation of classes. Notices of cancellation will be made through the College's PSC Alert system and on the College's website.

Course Policies

1. This class will be conducted under the regulations defined in the Pensacola State College Student Code of Conduct.
2. Regular, punctual attendance: You must attend class, and you must arrive on time. More than four absences will be considered excessive and may result in withdrawal from the course for absences. Remember, PSC will not allow withdrawals after 70% of the course has been completed. After that point, students with excessive absences will earn an "F" in the course. You are responsible for keeping up with both your tardies and your absences.

I will take attendance at the beginning of every class. It is your responsibility to make sure you're marked as present if you are tardy. I will not track you down to check you in. In the event that you forget to see me to mark you present after being tardy, your word that you were there will not be sufficient evidence to merit a change in the attendance book, so remember to check in with me after class on the day you were tardy.

Class begins on time every day, regardless of weather, day of the week, or poor traffic patterns unless the college sends out an email stating otherwise. I expect you to be ready to begin class at the time noted on your syllabus. If you enter class after it starts, you will be considered late. Three tardies may be converted to one absence. Being incredibly late for a class or leaving significantly early may result in a student-teacher consultation or an absence for the class session. Chronic tardiness may result in a

student-teacher consultation or a referral to Student Conduct Office. I will follow the clock on my cell phone, so we should all start on the same page.

3. Classroom behavior: You should strive to learn from others by listening to their input in a courteous manner even if their views differ from yours. Your responses should always be conscientious and respectful.

Your behavior in class should be such that we can accomplish our learning goals. Distracting or disruptive behavior may result in a warning or your dismissal from the classroom. If you are dismissed from the classroom as a result of poor behavior, you may receive an absence for the day and a zero on any in-class assignments. Consistently distracting or disruptive behavior may result in referral to the Director of Student Conduct.

Only on-task use of electronics is allowed in the classroom. Violation of this policy may result in your dismissal from the classroom. If you are dismissed from the classroom as a result of off-task electronic use, you may receive an absence for the day and a zero on any in-class assignments.

4. Assignment format: You are to use correct Standard English grammar and punctuation in your written assignments. In addition, you are to use formal language (unless directed otherwise), and you are to follow the most current MLA style. MLA format guidelines can be accessed online at [https://owl.english.purdue.edu/owl/resource/747/01/Links to an external site.](https://owl.english.purdue.edu/owl/resource/747/01/Links%20to%20an%20external%20site)

Out-of-class assignments must be typed and submitted to Turnitin via Canvas. Improperly submitted papers may not be accepted. Your papers must be written in current MLA format: double-spaced, Times New Roman font, size 12 type, and one-inch margins on all sides. Colored paper and colored ink (colors other than black) are not acceptable. Your papers will be evaluated in part on your ability to follow these requirements.

5. Makeup work: It is the responsibility of students to know the attendance policy of each course they are taking. Students must inform their instructor(s) of absences from classes prior to or as soon as possible after the absence. Instructors have the right to request verification for all excused absences.

Students are held accountable for all assignments in each course, whether or not the assignments were announced during an absence. **It is the student's responsibility, not the instructor's, to request permission to make up work and to turn in missed work in a timely manner.**

Although teachers may allow students to make up work they missed because of an absence, every absence, regardless of the cause, will count toward the 3-class limit. If there are extenuating circumstances that might affect your attendance, please let me know, and we can discuss the best course of action. **Please note that neither a doctor's appointment nor work counts as an exemption from an absence.**

6. Late work: Unless otherwise instructed, all assignments are due by the time and date given. Emailed assignments may not be accepted. I will accept electronic copies in Canvas only (these copies must be submitted through Turnitin) unless the instructions say to turn the assignments in as hard copies. Without a compelling reason, late work may not be accepted. Please know that technical (computer, printer, internet, etc.) problems may not be valid excuses for turning in a late assignment as assignments will be posted well in advance of deadlines. Also, we will not "negotiate" about late work during class time. You will need to see me outside of class.

The final exam must be taken at the scheduled time. If you do not appear for the final exam, you may be given a zero unless you've made prior arrangements with me that have been approved by the English and Communications department head. In no event will exams be given early.

7. Email & Canvas communication and etiquette: Please become comfortable using your Pirate Mail and Canvas accounts. I will communicate with you via email, Canvas, and Canvas announcements during the semester. Learning your Pirate Mail and Canvas login information and checking your email is your responsibility. If you have problems logging in, ITS can help you. Students can reach ITS by phone at (850) 471-4534 or by email at helpdesk@students.pensacolastate.edu. I cannot legally respond to any emails sent from personal accounts about school, so you must contact me from your PSC account or Canvas.

I will typically respond to an email sent during the week during regular working hours within 24 hours and an email sent during the weekend at the start of the next week. If it has been longer than the times listed above and you have not heard from me, please do not hesitate to send a follow-up email, as your original email may have been caught in the spam filter. I recommend using the Canvas messaging system instead of email because that system does not have a spam filter that could prevent my receiving your emails in a timely manner.

The standards for student-instructor online communication are the same as the requirements for classroom behavior in that they must be respectful and professional. Inappropriate and/or aggressive communications are not tolerated and may result in a referral to the Student Conduct Office.

8. AI-generated content policy: Since AI is becoming a popular writing aid, I want to discuss appropriate and inappropriate uses of AI generators, such as ChatGPT and Grammarly, with you all so that we're all on the same page. I have no problem with using AI as a pre-writing aid or study aid; however, when AI begins contributing large portions of text to a paper, it's considered cheating and is punishable as such. This goes for Grammarly as well. Using Grammarly for grammar and punctuation is fine, but be aware that if you allow Grammarly to rewrite entire sentences for you, that may be considered cheating in an academic setting.

I generally go by the rule that if I detect multiple markers of AI writing (zero grammatical mistakes, the lack of the specific essay structure I asked for, a lack of evidence and correctly integrated source material, too uniform paragraphs, vague overview instead of specific analysis, a lack of critical thinking, a lack of accurate quotations, etc.), I will assume the content is AI generated, and it will earn a zero. In order to avoid earning a zero, your writing simply has to demonstrate more critical thinking than an AI-generator, which shouldn't be difficult as they follow very simplistic patterns and templates.

9. Plagiarism: Some of the writing assignments for this course require you to use the words and ideas of other people. Plagiarism occurs when you use another person's ideas or expression in your writing without acknowledging the source. Any act of plagiarism may result in a failing grade on the assignment in question and may result failure of the course. See also the Student Handbook regarding the consequence of plagiarism. You will be required to submit work through Turnitin, via Canvas, this semester to help abate this problem in the classroom. **You are responsible for any act of plagiarism, intentional or accidental, that you commit, so it's important to understand and to avoid plagiarizing at all costs.**

10. Academic Cheating: If you are caught cheating on an assignment or test, you may receive a zero on that assignment or test. Academic cheating may involve “crib notes,” using electronic aids, “helping” fellow students, or any other means to receive “undeserved credit” (PSC catalog).

Please also be aware that lying, as defined in the PSC catalog, whether to members of authority, fellow students, or faculty is an infraction of the Honor Pledge.

11. Disclaimer: In this class, we may address, work with, and discuss mature and sensitive content and themes. If you feel you will be unable to engage in the course content in a professional and scholarly manner, please consider enrolling in another course. In addition, if you feel this content will be too troublesome to engage in, please consider enrolling in another course.