

Class Guidelines
English 1500
Composition and Reading
Fall 2011

Dr. Eigenauer
MWF 8:10 AM until 9:00 AM
MWF 9:10 PM until 10:00 AM

General information

Office hours: MFW 10:10 until 11:00 AM, Tuesdays 10:00 AM until noon and by appointment.

Book: None required.

Email: you will need an email account. Please make that you use the address listed in the Taft College database.

Contact information:

Office phone: 661.763.7722

Email: jeigenauer@yahoo.com (please use this email address instead of the Taft College email address).

Grading

Two Argumentative essays (100 points each = 200 points total)
Critique (100 points)
Research paper (100 points)
Final writing exam (100 points)

I do not accept late papers. All papers are due at the start of the class period on the date indicated. Late papers receive a score of "0".

Attendance policy

I reserve the right to drop you from the course without regard for your grade if you miss six classes during the course of the semester for any reason.

You will be dropped from the course if you miss six classes before the drop deadline (Monday October 31, 2011)

Electronic Devices

Electronic devices of all kinds (cell phones, iPods, Blackberries, etc.) are prohibited at all times from class. All devices must remain OFF (not on silent). If you attempt to use an electronic device during class, you will be asked to leave the classroom. You are not allowed to receive calls, make calls, listen to music, watch videos, send or receive text messages, or communicate with anyone outside class during class. Multiple violations of this policy will be referred to the Vice President of Student Services for disciplinary action, which can include suspension from school.

Academic honesty policy

All instances of academic dishonesty are reported to the Vice President of Student Services for disciplinary action. Historically, such infractions are punished harshly and may result in being permanently expelled from Taft College. You may not use any material of any kind from someone else that is not yours without giving proper credit. This means that if you take three or more words from any article, newspaper, magazine, book, television program, radio program, audio file, video file, journal, or Internet page without putting quotes around those words and citing where those words came from, you will have committed an act of **academic dishonesty** and you will be disciplined.

You will be disciplined if you copy someone's homework or any part of a paper.

You will be disciplined if you use someone's homework or paper to do your own paper or homework.

You will be disciplined for submitting a paper that was purchased through an Internet site, or which was submitted in any other class by someone else. This is true even if you make changes to the paper.

You will be disciplined if you use anyone's paper as a model for your own.

You will be disciplined if any assignment or portion of any assignment resembles closely that of another student (current or past).

Materials needed

Every day of the class, without exception, you will need something to write with and paper to write on. Do not ask me to borrow something to write with or something to write on.

- A three ring binder.
- A highlighter.
- Internet access.
- An email account.
- A flash drive.

The computer lab

Food and drink are not permitted in the computer lab.

Mon	Aug 22	First day of class
Mon	Sep 5	No school: Labor Day
Fri	Sep 16	Due: Argumentative Essay #1 Begin work on Argumentative essay #2 <i>Last day to drop without a "W" on transcript</i>
Mon	Oct 10	Due: Argumentative Essay #2 Begin work on the Critique
Fri	Oct 28	Due: Critique
Fri	Nov 11	No school: Veteran's Day
Wed	Nov 23	Due: Research Paper
Fri	Nov 25	No school: Thanksgiving Break
Mon	Nov 28	Final Exam Presentation
Wed	Nov 30	Final Exam Presentation
Fri	Dec 2	Final Exam Presentation
Mon	Dec 5	Final Exam Presentation
Wed	Dec 7	Final Exam Presentation
Fri	Dec 9	No class: Dead Day

FINAL EXAM DATES:

MWF 8:10 AM class: Wednesday, December 14 at 2:00 PM.

MWF 9:10 AM class: Monday, December 12 at 2:00 PM.

(Regretfully, final exams cannot be taken early. Please make all travel arrangements for after final exams are done).

DEADLINES:

Refund date: September 4, 2011

Drop with no notation: September 26, 2011

Drop with a "W": October 31, 2011

Course Level SLO	Institutional SLOs Aligned with	Assessments
Use different rhetorical modes, including description, narration, and argument, in writing	Communication Critical and Creative Thinking Community/Global Consciousness and Responsibility Discipline Content	Essays
Argue a perspective on a thesis	Communication Critical and Creative Thinking Community/Global Consciousness and Responsibility Discipline Content	Essays
Create compositions that use correct grammar, mechanics, and punctuation	Communication Discipline content	Essays
Synthesize research to create an original paper	Communication Critical and Creative Thinking Community/Global Consciousness and Responsibility Discipline Content	Research Paper in MLA format