

**Class Guidelines**  
**English 1500**  
**Composition and Reading**  
**Spring 2012**

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, Thursdays 9:00 until 11:00 AM and by appointment. My office is in the gym.

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](mailto: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.

**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 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.

Wed Jan 18 First day of class  
Mon Feb 13 **Due: Argumentative Essay #1**  
Begin work on Argumentative essay #2  
Fri Feb 17 **No class: Taft College closed**  
Mon Feb 20 **No class: Taft College closed**  
Mon Mar 12 **Due: Argumentative Essay #2**  
Begin work on the Critique  
Mon Apr 9 **Due: Critique (Date may change)**

**March 31-April 8 Spring Break (no classes at Taft College)**

Fri April 27 **Due: Research Paper**  
Mon April 30 Final Exam **Presentation**  
Wed May 2 Final Exam **Presentation**  
Fri May 4 Final Exam **Presentation**  
Mon May 7 Final Exam **Presentation**  
Wed May 9 Final Exam **Presentation**  
Thu May 12 **No classes on campus:** Dead Day

**FINAL EXAM DATES:**

**MWF 8:10 AM class: Tuesday May 15, 2011 at 11:00 AM (until 2 PM) in T14**  
**MWF 9:10 AM class: Friday May 11, 2011 at 11:00 AM (until 2 PM) in T14**

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

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