
Calumet College



of Saint Joseph

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Calumet College of St. Joseph is a Catholic institution of higher learning dedicated to the academic, spiritual and ethical development of undergraduate and graduate students. Informed by the values of its founding religious community, the Missionaries of the Precious Blood (C.P.P.S.), the College promotes the inherent dignity of all people, social justice, an ethic of service, student empowerment, opportunity, and lifelong learning.

We are committed to the Five Pillars of a CCSJ Education: The CCSJ graduate will be Open to Growth, Intellectually Competent, Religious, Loving, and Committed to Doing Justice. This class, as outlined below, will help you to achieve those goals.

COURSE SYLLABUS, Fall 2020/Spring 2021

Course: EMCO 096 A Fall 2020

Instructor Information:	
Instructor Name	Jennifer Young
Office Number:	Office of First Year Experience and the Student Success Center
Phone Number:	219-473-4285
Email:	jyoung@ccsj.edu
Office Hours:	In-person Monday through Thursday 10:30am-Noon, in my office or the Student Success Center Alternative options are available by appointment, including in person, through e-mail, and over Zoom
Instructor Background: I am the Director of the First Year Experience and the Student Success Center. My jobs are to make sure freshmen and transfer students are settled in their first two semesters on campus and to support all students in their academic adventures. I am a Region girl. I grew up in Whiting and went to PUC for an undergraduate degree in English and Philosophy. I stayed there for a post-graduate degree in English, which is when I first had the opportunity to teach. I used that to jump into adjuncting at several colleges, and eventually I landed a full-time position at CCSJ. That led to other great opportunities, including the work I do through the Whiting Arts Council and Studio 659 in support of creativity. I'm an advocate for good choices and smart planning. I believe in saving the planet and every living creature on it....so my house is full of cats.	

Course Information:

Course Delivery Method:	This course will be all on-line, with no scheduled in-person meetings as a group. Everything will be managed through Blackboard, so make sure you check it often!
Course Time:	We are meeting asynchronously (at no specific time), BUT we still have due dates for our assignments!
Classroom:	We are doing all our work through Blackboard.
Prerequisites:	None
Required Books and Materials:	Loeb, Paul R. <i>The Impossible Will Take a Little While</i> . Basic Books, 2014.

Learning Outcomes/ Competencies:

This course meets the following objectives:

Students in this course will...

1. write structurally, grammatically, and mechanically correct sentences.
2. write a variety of sentence types using proper coordination and subordination.
3. write paragraphs that are appropriate for the situation, purpose, and audience.
4. use a dictionary or dictionary website to learn the definition, context, and origin of words and further build a college-level vocabulary.
5. use a grammar handbook to identify and correct errors involving spelling and word choice, and to revise fragments, run-ons, and comma splices.
6. identify discourse markers commonly associated with particular genres of writing.
7. express the main idea of a text orally and in writing and distinguish between main idea and different kinds of support.
8. employ critical reading strategies including pre-reading, note-taking, and annotating, to understand and infer meaning from a range of college-level texts.
9. gain greater control over the writing process, including prewriting, drafting, revising, editing and peer review.
10. write summaries that are complete, accurate, brief, independent, and neutral and that include attributive tags and structural markers.

The course also introduces the following General Education Program objectives:

Students in this course will...

- read analytically, synthetically, and critically in a variety of genres.
- write in a variety of forms using valid logic, persuasive rhetoric, and correct grammar, usage, and punctuation.
- be able to orally deliver a presentation with a clear central idea that is logically developed, supported by convincing evidence and valid reasoning, and expressed using language and delivery choices thoughtfully adapted to the audience.

Course Description: English 096 is the remedial writing course. It develops the reading, writing, and technical concepts and skills students need to comprehend and summarize college-level texts. The course resolves sentence-level errors and weaknesses in paragraph unity, development, and coherence. Students' reading and writing skills are brought to adequate college-level by responding in writing to classic and contemporary essays and by working through targeted exercises in the college's educational software. *Not applicable toward a degree.*

Learning Strategies: We are going to try anything and everything to ensure your progress as readers, writers, and thinkers. You can expect some lecture, class discussion, IXL work, and active reading and studying. If there is a technique that works for you, let's build it into the course!

Experiential Learning Opportunities: Good writing can change the world, so let's do it! We will have several opportunities to write about what matters and to share that writing. Who knows, maybe we will even have some of our work published!

Assessments:		
Major Assignments:	8 Summaries 5 Observation Pages 10 Vocabulary Pages	140 points 75 points 100 points
Assessments:	IXL Assignments 5 Discussion Boards Additional Assignments as Appropriate Do Something Awesome	150 points 50 points 30 points 5 points (These are freestyle points. You decide how you earn them)
Class Participation:	Participation and attendance will be recorded as one point for each day that you meet a day's deadlines or access a day's resources on time. That allows your attendance to be recorded for campus reporting.	
Total		550 points
Grading Scale:		
100% – 92%: A	91% – 90%: A-	
89% – 88%: B+	87% – 82%: B	81% – 80%: B-
79% – 78%: C+	77% – 72%: C	71% – 70%: C-
69% – 68%: D+	67% – 62%: D	61% – 60%: D-
59% and below:	F	

Course Schedule:

Week	Experiences to Have	Tasks to Complete
August 24 and August 26	“It’s Like That” - Run DMC (1984) “Gate A-4” by Naomi Shihab Nye, page 131 in <i>The Impossible Will Take a Little While</i>	Discussion 1: First post due 8/25 and responses due 8/26 Observation 1: Due 8/28 Introduction E-mail Reply: Due 8/30
August 31 and September 2	“Everyday People” Sly and the Family Stone (1968) “The Small Work in the Great Work” by Victoria Safford, page 224 in <i>The Impossible Will Take a Little While</i>	Vocabulary 1: Due 9/2 XL Set #1: Due 9/4
September 7 (No class for Labor)	“Walking With the Wind” by John Lewis, page 175 of <i>The Impossible</i>	Vocabulary 2: Due 9/9

Day) and September 9	<i>Will Take a Little While</i>	Observation 2: Due 9/11 Discussion 2: First post due 9/9 and responses due 9/13
September 14 and September 16	“This Land is Your Land” -Woody Gunthrie (1944) “Kids, Trees, and Climate Change” by Mark Hertsgaard, page 279 in <i>The Impossible Will Take a Little While</i>	Vocabulary 3: Due 9/14 Summary 1: Due 9/16
September 21 and September 23	“Lean On Me” Bill Withers (1972) “Road to Redemption” by Billy Wayne Sinclair, page 347 in <i>The Impossible Will Take a Little While</i>	Vocabulary 4: Due 21 Summary 2: Due 9/23
September 28 and September 30	“Man In Black” Johnny Cash (1971) “The Progressive Story of America” by Bill Moyers, page 257 in <i>The Impossible Will Take a Little While</i>	Vocabulary 5: Due 9/28 Observation 3: Due 10/2
October 5 and October 7	Midterm Meetings	IXL Set #2: Due 10/5 Summary 3: Due 10/7
October 12 and October 14	“Letter From Birmingham Jail” by Martin Luther King, Jr, page 331 in <i>The Impossible Will Take a Little While</i> “The Real Rosa Parks” by Paul Rogat Loeb, page 338 in <i>The Impossible Will Take a Little While</i>	Vocabulary 6: 10/12 Summary 4: Due 10/14 IXL Set #3: Due 10/16
October 19 and October 21	“Only Justice Can Stop a Curse” by Alice Walker, page 423 in <i>The Impossible Will Take a Little While</i>	Vocabulary 7: Due 10/19 I Side With Quiz: Due 10/19 Discussion 3: First posts due 10/21 and responses due 10/25
October 26 and October 28	Humanities Fest “Sister Suffragette” from <i>Mary</i>	Summary 5: Due 10/26 IXL Set #4: Due 10/30

	<i>Poppins</i> https://www.youtube.com/watch?v=Ds8cKgPdE6M	
November 2 and November 4	“The Optimism of Uncertainty” by Howard Zinn, page 78 in <i>The Impossible Will Take a Little While</i>	Vocabulary 8: Due 11/2 Observation 4: Due 11/6 IXL Set #5: Due 11/6
November 9 and November 11	“The Dark Years” by Nelson Mandela, page 97 in <i>The Impossible Will Take a Little While</i> “Getting Our Gaze Back” by Rose Marie Berger, page 145 in <i>The Impossible Will Take a Little While</i>	Vocabulary 9: Due 11/9 Discussion 4: First post due 11/11 and responses due 11/13 IXL Set #6: Due 11/13
November 16 and November 18	Choose 2 pieces from <i>The Impossible Will Take a Little While</i> that we have not read yet	Vocabulary 10: Due 11/16 Summary 7: Due 11/18
November 23 and November 25 Thanksgiving Break	Be grateful.	
November 30 and December 2	“A Change Is Gonna Come” Sam Cooke (1963)	Summary 8: Due 11/30 Discussion 5: First post due 11/30 and responses due 12/4
December 7 and December 9	Portfolio Preparations	Observation 5: Due 12/9 Portfolio: Due 12/9

I reserve the right to change this schedule to meet the needs of the class.

Student Responsibilities	
Safety Measures	The safety of our College Family in this unprecedented time is our primary concern. Following guidelines presented by the Centers of Disease Control (CDC), the Indiana Health Department, and best practices among other institutions of higher education, we are requiring the following: <ul style="list-style-type: none"> ● Face coverings over the mouth and nose in all indoor public spaces, including classrooms, the library, the Tutoring Center, and faculty offices.

	<ul style="list-style-type: none"> ● Because face coverings are in use, no eating or drinking in the classroom. Plan to meet your needs between classes using appropriate social distancing. ● Daily self-monitoring. If you have a temperature of 100.4 or higher, or any symptoms of COVID-19 – fever or chills, a cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, or nausea or vomiting – stay home and consult the class policy for staying on track. ● Disinfecting your personal space using the materials provided when you enter the classroom. ● Maintaining physical distancing of at least six feet within classrooms and other common spaces. <p>Please note: To accommodate students who may not be able to attend class in person, this class may be taped and posted to the course Blackboard site. Tapes will not be used for any other purpose outside of class.</p>
What to Do in Case of Illness	If you are exposed to COVID 19, become ill, or are otherwise unable to attend classes as required, notify the College by sending an email to illness@ccsj.edu . The message that you are unable to attend class will be relayed to your faculty. The College will contact you with expectations regarding next steps and follow-up.
Attending Class	<p>You cannot succeed in this class if you do not attend. We believe that intellectual growth and success in higher education occur through interaction in the classroom and laboratories. Being absent doesn't excuse you from doing class work; you have more responsibilities to keep up and meet the objectives of this course.</p> <p>Each week, you will have tasks to access through Blackboard and assignments to submit. If you meet a deadline on Monday or Wednesday, you earn that day's attendance point. If there is no deadline on a Monday or Wednesday, there will be a video or piece of lecture to access. Access that video or piece of video will earn that day's attendance point</p>
Turning In Your Work	<p>You cannot succeed in this class if you do not turn in all your work when due.</p> <p>Late work is not accepted!! This is not a punishment for being human and making mistakes. This is motivation to stay on top of your work and to manage your time wisely. As a show of empathy and compassion, each student may submit or complete any TWO assignments EXCEPT discussion board posts and replies up to 24 hours beyond their due dates and times. These two late submissions will be evaluated without penalty. Any other late submissions (and late discussion board posts/replies) will receive scores of zero but feedback will still be provided.</p>
Meeting Standards for Classroom Behavior	<ul style="list-style-type: none"> ● Use all the class time. Come to class on time and stay in class until the end. Coming late, leaving early, and getting up during class disrupts the class and disrespects others. ● Come prepared. Bring your texts, be prepared to take notes, and be able to demonstrate that you have completed the assignments for the day through your participation in class. ● Respect others. Listen when your classmates and the instructor are speaking. Think about their contributions. Respond appropriately.

	<ul style="list-style-type: none"> ● Use electronic devices only for class purposes. Engage with your classmates and the instructor without technological distractions. ● Remember that you have limited time in a day, so use school time for school stuff and fun time for fun stuff.
CCSJ Student Honor Code	<p>This course asks students to reaffirm the CCSJ Student Honor Code:</p> <p>I, as a student member of the Calumet College academic community, in accordance with the college's mission and in a spirit of mutual respect, pledge to:</p> <ul style="list-style-type: none"> ● Continuously embrace honesty and curiosity in the pursuit of my educational goals; ● Avoid all behaviors that could impede or distract from the academic progress of myself or other members of my community; ● Do my own work with integrity at all times, in accordance with syllabi, and without giving or receiving inappropriate aid; ● Do my utmost to act with commitment, inside and outside of class, to the goals and mission of Calumet College of St. Joseph.
Doing Your Own Work	<p>If you turn in work that is not your own, you will be subject to judicial review by the Faculty-Student Grievance Committee. These procedures can be found in the Student Planner. The maximum penalty for any form of academic dishonesty is dismissal from the College.</p> <p>Using standard citation guidelines to document sources avoids plagiarism. You'll find guides to the major citation methods at the CCSJ Specker Library Web page at http://www.ccsj.edu/library/subjectsplus/subjects/guide.php?subject=cite</p> <p>You'll also find a comprehensive guide to understanding what constitutes plagiarism, "What Is Plagiarism," on the Specker Library Web page at https://www.ccsj.edu/library/What%20is%20Plagiarism.pdf This guide comes from Plagiarism.com, and covers many ways in which plagiarism can occur. Be sure to review this important source!</p> <p>I have zero tolerance for plagiarism. It is lazy and cowardly. If you cannot do your own work, tell me!! I am here to help you. We can talk about the resources you need to build your confidence and your skills, so there is no reason to resort to stealing someone else's thoughts or work.</p> <p>You are your own person with important things to say and do, so say and do them yourself.</p> <p>Please note: All papers may be electronically checked for plagiarism.</p>
Sharing Your Class Experience	<p>Your voice matters! At the end of the term, you will have the opportunity to evaluate your classroom experience. These confidential surveys are essential to our ongoing efforts to ensure that you have a great experience that leaves you well prepared for your future. Take the time to complete your course evaluations – we value your feedback!</p>
Withdrawing from Class	<p>After the last day established for class changes has passed (see the College calendar in the CCSJ Course Catalog), you may withdraw from a course by following the policy outlined in the Course Catalog.</p>

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Resources	
CCSJ Book Rental Program	The CCSJ Book Program ensures that everyone has the right course materials on the first day of class to be successful. You pay a book rental fee each semester, and in return, receive all the materials for all your classes prior to the beginning of classes. At the end of the semester, simply return the books. For traditional students, the Book Rental Program is conveniently located in the library, where students can pick up and return their books. For students in accelerated programs and graduate programs, books will be delivered to their homes and they can return them by mail. For more information, see http://www.ccsj.edu/bookstore . All books must be returned at the end of the semester or you will incur additional fees, which will be charged to your student account.
Student Success Center	The Student Success Center provides faculty tutors at all levels to help you master specific subjects and develop effective learning skills. It is open to all students at no charge. You can contact the Student Success Center at 219 473-4287 or stop by the Library. In addition, you can access online tutoring at Tutor.com. See the link within the Blackboard course.
Disability Services	Disability Services strives to meet the needs of all students by providing academic services in accordance with Americans with Disabilities Act (ADA) guidelines. If you believe that you need a “reasonable accommodation” because of a disability, contact the Disability Services Coordinator at 219-473-4349.
Student Assistance Program	Through a partnership with Crown Counseling , Calumet College of St. Joseph provides a free Student Assistance Program (SAP) to current students. The SAP is a confidential counseling service provided to students for personal and school concerns which may be interfering with academic performance and/or quality of life. The SAP counselor is available on campus once a week and off-site at the Crown Counseling offices in Crown Point or Hammond. For more information, contact Kerry Knowles SAP Counselor , at 219-663-6353 (office), 219-413-3702 (cell), or kerryk@crowncounseling.org .
CCSJ Alerts	Calumet College of St. Joseph’s emergency communications system will tell you about emergencies, weather-related closings, or other incidents via text, email, or voice messages. Please sign up for this important service annually on the College’s website at: http://www.ccsj.edu/alerts/index.html .

