



SUL ROSS STATE UNIVERSITY
ACADEMIC CENTER FOR EXCELLENCE
Common Course Syllabus
ENG 0300

COURSE TITLE: Writing Skills
SECTION, CLASS DAYS & TIME: Section 18477/12:00-12:50 MWF
CLASSROOM: ACR 104

INSTRUCTOR: S. Spring
INSTRUCTOR'S Office: MAB 103-B
INSTRUCTOR'S PHONE #: 432/837-8262
INSTRUCTOR'S E-MAIL: sspring@sulross.edu
INSTRUCTOR'S OFFICE HOURS: 11:00-12:00 MWF/9:30-11:00 TTh or by appointment

CREDIT HOURS: 3
LECTURE HOURS: 3

PLACEMENT: TSIA: Essay score of 1-3 with multiple choice score of 350 or higher OR 1-3 essay score with ABE score 4-6 OR no essay score (only a multiple choice score).

CATALOG DESCRIPTION:

ENG 0300 Writing Skills (3-0). This course is designed for students whose score on an approved assessment instrument does not meet minimum requirements on the writing portion of the assessment. In this course, students will develop their writing and reading skills through daily exposure to writing and reading exercises. Topics included in this course are grammar, sentence structure, paragraph development, and essay writing. Areas which will be emphasized for essay writing are appropriateness, unity and focus, development, and organization. Credit in this course cannot be used to satisfy requirements for any degree. Students must earn a grade of C or better to progress to ENG 1301.

SUPPLIES: Internet access and Sul Ross e-mail account. I also highly recommend a thumb drive, and be prepared to take handwritten notes each class period.

LEARNING OUTCOMES:

After completing this course, the student should be able to demonstrate competency in the following:

- 1) Successfully complete any given writing assignment from creating and generating ideas, to revisions, to editing, to final drafts.
- 2) Demonstrate an understanding of the concepts of a well written essay:
 - a) Analyze a given topic by examining the topic, by showing an understanding of the importance of audience, purpose, and occasion, and by using a language and style appropriate to the writing assignment;
 - b) Provide unity and focus by writing clear and precise thesis statements and topic sentences, by maintaining a central idea throughout the entire essay as well as throughout the individual paragraphs, by selecting a point of view that is appropriate to the topic, and by maintaining this point of view throughout the essay;
 - c) Develop a specific topic by giving the appropriate amount of specific and in depth supporting details as well as to be able to present ideas clearly and with logical sequencing;
- 3) Show competency in matters of sentence grammar, mechanics, and usage:
 - a) Write sentences that are effectively structured and free of structural errors and free of errors in usage;
 - b) Spell common words correctly and use the conventions of capitalization and punctuation properly.

COURSE REQUIREMENTS:

You are expected to complete and submit all writing assignments on the designated due dates.

METHOD OF EVALUATION:

NOTHING IS MORE IMPORTANT THAN YOUR **ATTENDANCE!** I will take attendance each class period and will keep detailed records of your attendance. Your success in the course is directly related to your attending class each Monday, Wednesday, and Friday. Your papers will be scored on a scale of 0-100 points apiece.

ACADEMIC ETHICS: Please remember that real success comes from learning how to do the work yourself. Your instructors believe that you are an honest individual and expect that all of the work that you do results from your own efforts. You know that a college education costs too much for you to waste your time trying to beat the system rather than figuring out how to learn the material. You know that any form of cheating is dishonest and it makes you look very bad. Your instructor will have specific responses to any academic dishonesty that s/he may encounter. A repeated instance of academic dishonesty may result in your situation being forwarded to the Dean of Student Life. Please see the *SRSU Student Handbook* for a more complete discussion of academic honesty.

ATTENDANCE POLICY: Sul Ross State University and the State of Texas require each student liable for any portion of the Texas Success Initiative (TSI) to attend and participate in developmental coursework. If you fail to attend and/or participate, you will earn an “F” for the course. Also, it is a course requirement that you take the mid-term and final exams. Failure to do so will result in your earning an “F” for the course.

If you must be absent, you are responsible for finding out what was covered and assigned in class in order to be prepared when you return to class. According to the University catalog, “When a student has to miss class due to an authorized University activity, it will be the responsibility of the student to notify the instructor of the class in advance [and to complete all assignments] within a reasonable time and at the convenience of the instructor.”

If you are absent from class, you will want to contact a classmate and get the notes that you missed.

Class Member: _____

Phone #: _____ E-Mail: _____

Class Member: _____

Phone #: _____ E-Mail: _____

CELL PHONES: Cell phones going off during class are disruptive. Be a considerate class member. Turn off your cell phone before class begins and keep it turned off throughout the class period. If you feel that you have an emergency situation that requires your phone being left on, speak with your instructor before class. Should you fail to silence (including the “vibrate” function) your phone, you risk being counted absent.

COURSE COMMITMENT: You will make the decision about how long it takes you to clear your developmental writing requirement. Please keep these thoughts in mind:

1. Your registration in this course is the result of *your* writing test scores and, at this time, those scores do not indicate that you could be successful in an intensive writing college level class. We want you to be successful in your college level writing courses, so learn everything that you can in this class.
2. It costs as much to take this class (at least \$830) as it does to take any other SRSU three-hour course. Yet you know that this course does not count towards your degree. You will save a lot of money and time if you decide to clear your developmental writing requirement as quickly as possible.
3. You are the only one who can make the commitment to be successful in this class. You will decide how much time you spend doing homework, asking your instructor questions, and visiting with a tutor. So come to class and complete this course with a grade of “C” or better this semester.

EXTRACURRICULAR ELIGIBILITY: You will sign a contract with ACE that notes that if you do not pass all of your developmental education coursework this semester, or receive a grade of “PR” (ED 0200, ENG 0200, MATH 0200, ED 0300, ENG 0300, ENG 0310, MATH 0300, and/or MATH 0301), then you will not be eligible to participate in any extracurricular SRSU activities next long semester. Extracurricular activities include, but are not limited to, Student Government Association, Campus Activities, Athletics, and Rodeo.

STUDENT ASSISTANCE: Tutors are available in the Academic Learning Center, Ferguson Hall 213, free of charge. Please check with the Academic Learning Center for hours and days of tutor availability.

STUDENTS WITH DISABILITIES: If you have a disability and need an accommodation, you should contact the Counseling and Accessibility Center located in Ferguson Hall, Room 112 (432-837-8203). You are responsible for presenting to the instructor any accommodation letter(s) and instructions.

TEXAS SUCCESS INITIATIVE (TSI) ADVISING: As a developmental education student, you have a TSI hold on your records. In order for you to register for the next semester, you must see a TSI advisor in Lobo Den. Lobo Den is located in Lawrence Hall, Room 102 and their phone number is 432-837-8982.