

COURSE: ENG 111 EXPOSITORY WRITING

HOURS: Lecture: 3 Lab/Shop: 0 Work Exp/Clinical: 0 Credits: 3

COURSE DESCRIPTION:

This course is the required first course in a series of two designed to develop the ability to produce clear expository prose. Emphasis is placed on the writing process including audience analysis, topic selection, thesis support and development, editing, and revision. Upon completion, students should be able to produce unified, coherent, well-developed essays using standard written English. In order to pass this course, a student must earn at least a "C" average on required oral presentations. *This course has been approved to satisfy the Comprehensive Articulation Agreement general education core requirement in English composition. This course is also available through the Virtual Learning Community (VLC).*

PREREQUISITE(S): ENG 090, RED 090

COREQUISITE(S): OST 080

TEXTBOOK(S) & OTHER SPECIAL REQUIREMENTS:

McWhorter, Kathleen T. Successful College Writing. 4th ed. Boston: Bedford/St Martin's, 2009. ISBN # 9780312476540

Hacker, Diana., Rules for Writers. 6th ed. Boston: Bedford/St. Martin's, 2009. ISBN # 9780312452766

STUDENT LEARNING OUTCOMES:

Upon successful completion of this course, the student will be able to:

1. Practice the stages of the writing process.
2. Use the elements of the communication context (topic, audience, purpose, occasion, and voice).
3. Demonstrate effective word choice, sentence construction and variety, and paragraph structure.
4. Develop a thesis and logical plan of organization for composing a unified, fully developed, coherent essay in a variety of rhetorical modes.
5. Prepare and follow an outline for an essay.
6. Practice standard usage in oral and written communications, including conventions of grammar, punctuation, mechanics, spelling, diction, and sentence structure.
7. Evaluate, revise, edit, proofread, and improve compositions through a drafting process.
8. Prepare and deliver effective oral presentations.
9. Use computer applications to write and format documents.
10. Broaden global perspective through research of a foreign country or a topic with international implications.

EXPLANATION OF SYLLABUS:

The Student Learning Outcomes listed in this syllabus are those required actions that a student who successfully completes the course must be able to perform or exhibit. The educational experience, however, is a two-way, interactive process involving both the student and his/her instructor. The student must play an active role in the learning process in order to be successful. Each Instructor will provide an Instructor's Course Requirements document at the first class meeting explaining how he/she measures each of the Student Learning Outcomes listed in the syllabus. A student who is unable to accomplish the outcomes will not receive a passing grade in the course.

The information in this RCC Syllabus may not be accurate beyond the current semester. Textbooks and other course materials are subject to change. Students should verify the textbooks at the first class meeting with their instructor prior to purchasing.

RCC ATTENDANCE POLICY:

Regular attendance is considered essential to realize course outcomes. Students are expected to attend all scheduled meetings of classes for which they register. Rules on tardiness and leaving class early are addressed in each Instructor's Course Requirements document. Instructors are required to record absences and report excessive absenteeism to the Registrar. Absences which exceed 10 percent of the class meetings are considered "excessive."

If a student is absent for any reason in excess of 10 percent of the class hours, he or she is in violation of the Richmond Community College attendance policy. No matter the basis for absence, students are held accountable for academic activities, and faculty may require special work or tests to make up for missed classes. An instructor will withdraw a student from a course when the student's absences exceed 10 percent of the scheduled class meetings, unless the faculty member deems the absences to be unavoidable. In this case, the reasons for the absences must be documented and the student given additional assignments to make up for the absences.

When courses are delivered through online instruction (DL or Distance Learning) or through a combination of traditional classroom and online instruction (hybrid), class participation is no less important, though its measurement may be somewhat different.

Nursing Students: Established RCC attendance policies remain in effect for class, lab, and clinical. At the discretion of the instructor, a written assignment or makeup clinical may be given for hours missed up to the 10 percent. After a student has been absent for 10 per cent of the required hours, the student may be dropped from the program.

RCC GRADING SYSTEM:

Richmond Community College employs a system of letter grades and corresponding quality points per grade to evaluate a student's performance in meeting the stated goals and objectives for each course. The grading system is published in the Richmond Community College Catalog and Student Handbook.

SECURITY AND SAFETY PROCEDURES:

RCC's upgraded security procedures require all doors to be locked at class start-time.

All students, faculty, staff, and visitors must wear visible identification (ID) badges. Identification badges should be worn on the front of clothing. RCC employees can stop, restrict, and remove from any school-related activity or function anyone who does not display an ID badge.

STUDENTS WITH DISABILITIES:

Richmond Community College complies with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, which require that no qualified student with a disability be excluded from participation in or be denied the benefits of any services, programs or activities on the basis of his or her disability. If a student has a disability that is covered by the Americans with Disabilities Act and requires accommodations in the classroom and/or in extracurricular activities, the student should request the accommodations in writing and submit the request to the Vice President for Student Development at least one month prior to the beginning of the semester in which the student enrolls in order to arrange for reasonable accommodations for the student. Richmond Community College will make every effort to provide reasonable assistance as related to a student's individual impairment and functions to help him/her participate and benefit from the programs and activities enjoyed by all students.

WITHDRAWAL:

In order to officially drop or withdraw from one or more courses without academic penalty, the student must complete the appropriate form and submit it to the Registrar's Office by the deadline. Students may obtain the proper form from an instructor or a counselor. The form should be signed by the course instructor and returned to Student Development.

Students who withdraw after the 75 percent point of the semester will receive a grade of WU, which will negatively impact their GPA.

WITHDRAWAL AND FINANCIAL AID:

The Federal Return of Title IV Funds policy became effective August 1, 2000. This policy affects any student receiving Federal financial aid (Pell; FSEOG; ACG) who withdraws from all classes. Under this policy, every student who withdraws or is withdrawn by the instructor completely on or before the 60 percent point of the semester will be required to repay all or a portion of his/her Federal financial aid.