INRW 0373 _3C1

CREDIT
3 Semester Credit Hours (3 hours lecture, 0 hours lab)

MODE OF INSTRUCTION
Face-to-Face

PREREQUISITE/CO-REQUISITE:
AFTER Jan. 11 2021 Scores
● College Readiness Classification, CRC, score of 910-944 AND
● Diagnostic level of 1 to 3 AND
● Does not have an essay score AND
● Co-enrollment in INRW 0173
BEFORE Jan. 11 2021 Scores
● TSI Reading score of 339 or below OR
● TSI Writing score of 339 or below AND
● ABE is below 4 AND
● Four or lower on the essay AND
● Co-enrollment in INRW 0173

COURSE DESCRIPTION
Integration of critical reading and academic writing skills. Successful completion of this intervention if taught at the upper (exit) level fulfills TSI requirements for reading and writing

COURSE OBJECTIVES
Upon completion of this course, the student will be able to

1. 1. Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
2. Comprehend and use vocabulary effectively in oral communication, reading, and writing.
3. Identify and analyze the audience, purpose, and message across a variety of texts.
4. Describe and apply insights gained from reading and writing a variety of texts. INRW 0373 Master Course Syllabus Approved May 2021
5. Compose a variety of texts that demonstrate reading comprehension, clear focus, logical development of ideas, and use of appropriate language that advance the writer's purpose.
6. Determine and use effective approaches and rhetorical strategies for given reading and writing situations.
7. Generate ideas and gather information relevant to the topic and purpose, incorporating the ideas and words of other writers in student writing using established strategies.
8. Evaluate relevance and quality of ideas and information in recognizing, formulating, and developing a claim.

Approved: SC/1-14-25

9. Develop and use effective reading and revision strategies to strengthen the writer's ability to compose college-level writing assignments.

10. Recognize and apply the conventions of Standard English in reading and writin

CORE OBJECTIVES

1. Critical Thinking Skills: To include creative thinking, innovation, inquiry, and analysis, evaluation, and synthesis of information.

2. Communication Skills: To include effective development, interpretation and expression of ideas through written, oral and visual communication.

3. Personal Responsibility: To include the ability to connect choices, actions and consequences to ethical decision-making

INSTRUCTOR CONTACT INFORMATION

Instructor:	Sarah Culver
Email:	sculver@lit.edu
Office Phone:	409-247-5273
Office Location:	TC206
Office Hours:	Monday and Wednesday: 1:00 PM-3:00 PM; Tuesday and Thursday: 12:30 PM- 3:00 PM; additional office hours can be made by appointment

REQUIRED TEXTBOOK AND MATERIALS

A reliable device with internet access is required. All required reading materials are provided by instructor in Blackboard.

ATTENDANCE POLICY

This is an in-person, face-to-face course. Students are expected to attend each scheduled class, engage with the material, actively learn, and participate in class. Additionally, students are expected to check Blackboard and their LIT e-mail daily to ensure that they are fully up to date with all of our course materials. Students who do not regularly engage with the class will fall behind. Students who accrue more than 3 absences may be subject to a 10% reduction in final average.

DROP POLICY

If you wish to drop a course, you are responsible for initiating and completing the drop process. If you stop coming to class and fail to drop the course, you will earn an "F" in the course. Please note the drop dates on our course calendar

COURSE CALENDAR

DATE	TOPIC	Materials	Assignments and Due Date

Week One:
 	
January 20-24
 	
First Class Day: 1-21
 	
Late Registration Ends: 1-24
	Unit I: Introductions, Syllabi, and Pretest	• Discussion Board: Introductions
		• Plagiarism Video and Quiz
		• Unit 1 Test
		• MLA Formatted Template
		• Reflection 1
		LOG IN TO KHAN ACADEMY in INRW 0173 Class
		
		Comprehending Literary Texts
		  1. Explicit Information
		  2. Inferences
			• Discussion Board: Introductions
			• Plagiarism Video and Quiz
			• **Unit 1 Test**
			• MLA Formatted Template
			• Reflection 1
			
			Due 1-24-25

Week Two:
 	
January 27-31
	Unit 2: College-Level Reading Comprehension	Comprehending Literary Texts
		
		  1. Explicit Information: theme and main idea
		  2. Inferences
		  3. Word Choice
			1. Explicit Information Assignment
			2. Inferences Assignment
			3. Reflection 2
			
			Due 1-31-25

Week Three:
 	
February 3-7
 	
Last Day for Students for Drop with Refund: 2-5
	Unit 2: College-Level Reading Comprehension	4. Author's Crafts
		  • Word Choice
		    ○ Plot Structure
		    ○ Purpose
		    ○ Audience
		    ○ Point of View
		    ○ Perspective
		  5. Vocabulary
			1. Word Choice
			2. Plot Structure Assignment
			3. Purpose Assignment
			4. Literary Audience Assignment
			5. Point of View Assignment
			6. Perspective Assignment
			
			Reflection 3
			
			Due 2-7-25

Week Four:	**Unit 2:** College-Level Reading Comprehension	Comprehending Informational Texts	Reflection 4

February 10-14 Last day to pay tuition to avoid drop for non-payment		1. Main Ideas and Supporting Detail 2. Inferences 3. Author's Crafts o Word Choice o Plot Structure o Purpose o Audience o Point of View o Perspective 4.Vocabulary	1. Main idea assignment 2. Inferences Assignment 3. Author's Crafts Assignments • Word Choice • Text Structure • Purpose • Audience • Point of View **Due 2-14-25**
Week Five: February 17-21 Last day to drop without academic penalty: 2-21	**Finish Unit 2:** College-Level Reading Comprehension **Unit 3:** College-Level Writing	4. Synthesis **Unit 2 Review and Test** Intro: • Audience, Purpose, and Tone • Review	1. Synthesis Reading Assignment 2. Rhetorical Relationships Reading Assignment 3. Claims and Counterclaims Reading Assignment College Level Writing 1. Audience Assignment 2. Purpose Assignment 3. Tone assignment Reflection 5 **Due 2-21-25**
Week Six: February 24-28	**Unit 3:** College-Level Writing	Types of Academic Paragraphs o Introduction Paragraph o Body Paragraphs o Conclusion Paragraph • Review	Reflection 6 Paragraphs 1. Introduction paragraph assignment 2. Body Paragraph assignment 3. Conclusion paragraph assignment 4. Review Assignment **Due 2-28-25**

Week Seven: March 3-7	**Unit 3:** College Level Writing	Writing Academic Paragraphs • Prewriting • Organization • Paragraph First Draft • MLA Formatting	Reflection 7 • **Unit 3 review and test** • **Mini Essay** Preplanning, Drafting 4/3 Peer Review 4/5 Edit Publishing -4/7 **Due 3-7-25**
Week Eight: March 10-14 Spring Break; No Classes			
Week Nine: March 17-21	**Unit 4:** Five- Paragraph Research Essay	Writing Academic Paragraphs • Paragraph Proofreading • Paragraph Final Draft	• Paragraph Pre-writing Assignment • Paragraph Organization Writing Assignment **Due 3-21-25**
Week Ten: March 24-28	**Unit 4:** Five- Paragraph Research Essay	Writing Academic Paragraphs con't Workshopping **Rough Draft Research Essay due**	• First Draft Writing Assignment • Paragraph MLA Writing Assignment • Peer Review **Due 3-28-25**
Week Eleven: March 31-April 4	**Unit 4:** Five- Paragraph Research Essay	Writing Academic Paragraphs con't	**Due 4-4-25**

Week			
Week Twelve: April 7-11 Last day to drop with academic penalty: 4-9		Workshopping	**Peer Review Research Essay due** 4-11-25
Week Thirteen: April 14-18 Good Friday- 4-18; no classes			Final Draft Writing Assignment Paragraph Proofreading Assignment **Due 4-17-25**
Week Fourteen: April 21-25		**Essay Final Draft Due**	**Due 4-25-25**
Week Fifteen: April 28-May 1	**Unit 4:** **Unit 1-4 Review** Essay	Review Exercises	
Week Sixteen: May 5-9	Five- Paragraph Research	Unit 4 Test	**Due 5-7-25**
Week Seventeen: May 12-16	**Unit 5**	**Final Exam**	**TBA**

COURSE EVALUATION

Final grades will be calculated according to the following criteria:

- Attendance--20%
- Reading assignments--20%
- Writing Assignments--20%
- Unit Tests--20%
- Final Exam--20%

GRADE SCALE

- 90-100   A
- 80-89   B
- 70-79   C
- 60-69   D
- 0-59   F

TECHNICAL REQUIREMENTS

The latest technical requirements, including hardware, compatible browsers, operating systems, etc. can be online at https://lit.edu/online-learning/online-learning-minimum-computer-requirements. A functional broadband internet connection, such as DSL, cable, or WiFi is necessary to maximize the use of online technology and resources.

DISABILITIES STATEMENT

The Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1973 are federal anti-discrimination statutes that provide comprehensive civil rights for persons with disabilities. LIT provides reasonable accommodations as defined in the Rehabilitation Act of 1973, Section 504 and the Americans with Disabilities Act of 1990, to students with a diagnosed disability. The Special Populations Office is located in the Eagles' Nest Room 129 and helps foster a supportive and inclusive educational environment by maintaining partnerships with faculty and staff, as well as promoting awareness among all members of the Lamar Institute of Technology community. If you believe you have a disability requiring an accommodation, please contact the Special Populations Coordinator at (409)-951-5708 or email specialpopulations@lit.edu. You may also visit the online resource at Special Populations - Lamar Institute of Technology (lit.edu).

STUDENT CODE OF CONDUCT STATEMENT

It is the responsibility of all registered Lamar Institute of Technology students to access, read, understand and abide by all published policies, regulations, and procedures listed in the *LIT Catalog and Student Handbook*. The *LIT Catalog and Student Handbook* may be accessed at www.lit.edu. Please note that the online version of the *LIT Catalog and Student Handbook* supersedes all other versions of the same document.

ARTIFICIAL INTELLIGENCE STATEMENT

Lamar Institute of Technology (LIT) recognizes the recent advances in Artificial Intelligence (AI), such as ChatGPT, have changed the landscape of many career disciplines and will impact many students in and out of the classroom. To prepare students for their selected careers, LIT desires to guide students in the ethical use of these technologies and incorporate AI into classroom instruction and assignments appropriately. Appropriate use of these technologies is at the discretion of the instructor. Students are reminded that all submitted work must be their own

original work unless otherwise specified. Students should contact their instructor with any questions as to the acceptable use of AI/ChatGPT in their courses

STARFISH
LIT utilizes an early alert system called Starfish. Throughout the semester, you may receive emails from Starfish regarding your course grades, attendance, or academic performance. Faculty members record student attendance, raise flags and kudos to express concern or give praise, and you can make an appointment with faculty and staff all through the Starfish home page. You can also login to Blackboard or MyLIT and click on the Starfish link to view academic alerts and detailed information. It is the responsibility of the student to pay attention to these emails and information in Starfish and consider taking the recommended actions. Starfish is used to help you be a successful student at LIT.

ADDITIONAL COURSE POLICIES/INFORMATION

- **Personal Responsibility**
    - It is MY responsibility to deliver the information to you in a clear and concise way that aligns with our course objectives. It is YOUR responsibility to interact with all of the material, ask questions as they arise, and turn in assignments in a timely manner. It is **your** responsibility to reach out via email or Blackboard message if you find that you are
        - Struggling with material
        - Having difficulty with accessing your assignments/Blackboard/etc.
        - Have questions, issues, etc.
- **Academic Dishonesty and Plagiarism**
    - Academic Dishonesty can be defined as "a student's use of unauthorized assistance with the intent to deceive an instructor or other such person who may be assigned to evaluate the student's work in meeting course and degree requirement" (University of Colorado Denver.)
    - Academic Dishonesty is a crime that LIT and I take seriously. Most colleges expel cheating students. Please see LIT's student handbook for more information on academic honesty and the penalty for breaking academic honesty.
    - Plagiarism is included within academic dishonesty. Plagiarism includes (but is not limited to):
        - Using your own work from a previous class to submit as "new material"
        - Patchworking material together from the internet until it resembles a new piece
        - Submitting someone else's work, either published, bought, or borrowed, as your own

- Using AI (ChatGPT, any AI bot, or artificial learning tool that can mimic student-produced work) to write any part of the content of your essay
- Paraphrasing a source without citing the original source
- Directly copying a source into an essay without citing the original source
- Making minor changes to an original source while still retaining up to 75% of the structure of the sentence
- Taking a quiz or test with another student, giving the answers to a quiz or test to another student, Googling the answers to the quiz or test, etc.
  - Assignments that are pinged for plagiarism will be graded on the following scale:
    - 1st offense- 0 on the assignment
    - 2nd offense-0 on the assignment + you will be unable to turn in additional assignments until you meet with me via office hours
    - 3rd offense – 0 on the assignment + you will be unable to turn in additional assignments until you meet with the GEDS department chair

- **Artificial Intelligence (AI)**
  - It is MY responsibility to accurately grade **your** assignments in a way that reflects your writing process and your thought process. It is YOUR responsibility, in the event that you are pinged for AI use, to prove otherwise. I **highly** suggest to
    - turn on your Version History
    - save often
    - create a logical paper trail

    I do **not** suggest to
    - Write in one document, copy-and-paste into a separate document, and submit the second document
    - Rely on online generators
  - I will be running all written assignments through several, online, AI generators. Assignments that receive a significant portion of their assignment pinged for AI will receive a 0 unless proven otherwise. Please see the Academic Dishonesty and Plagiarism section to determine the effect of continued AI use on your grades

- **Attendance and Participation**
  - This course requires three (3) hours of active learning per week to be successful
  - You should be actively engaging with the material, logging into Blackboard, participating in discussion boards/journals/ class discussions for 3 hours per week in addition to completing

assignments. Your participation credit will depend on your course engagement, and I will be checking in regularly

- **Technology**
  - It is YOUR responsibility to ensure that you have access to working technology
  - Please use Chrome or Firefox as your browser. Edge and Safari do not always work well with Blackboard and may cause some disruption to your work
  - If you are someone who only checks Blackboard on their phone, please check in on a desktop from time to time. Sometimes assignments/instructions/etc. are difficult to open/find/access/submit on cell phones
  - Not having the correct technology or internet is **not** a valid excuse for not doing assignments. Please let me know **ASAP** if you are someone who has difficulty obtaining these resources so we can figure out an alternative solution before assignments are due

- **Communication**
  - The best way to reach me is by email (sculver@lit.edu) or by Messages on Blackboard; however, sometimes, Blackboard messages slip through the cracks, so please feel free to send me a follow up email if you don't hear back
  - I, typically, will respond to emails/messages during my office hours, only, and within 24 hours on a weekday or 48 hours on a weekend.
    - I do **not** respond to emails or messages when I am teaching or while I am in meetings.
    - I do **not** respond to emails or messages on Saturdays, Sundays, or campus holidays
    - Please see my office hours at the beginning of the syllabus to determine the best time to reach me
  - I send out Announcements frequently
    - sometimes they are just me checking in
    - sometimes they are about due dates, schedule changes, clarification on instruction, etc.
    - It is YOUR responsibility to stay current with these updates
  - You are free, and encouraged, to reach out via email (or come by my office) if you need clarification on an assignment, want to workshop, etc.
  - Not communicating to me because your LIT email is not working is **not** a valid reason for not responding to my emails or not reaching out for help
  - When you email me, please provide your full name, course number, section number, and a subject line. This will allow me to pinpoint your direct issue quicker and will provide necessary clarification.

- Additionally, please remember proper netiquette when sending emails, messages, or responding to others online. All online communication should be respectful, concise, and clear.
- **Grading**
  - All work will be returned within three (3) weeks of submission with commentary and feedback on your document
    - Late work will not have commentary
  - It is the student's responsibility to make sure that their grades on their assignments match their grades in Blackboard.
  - If you have a question about your grade, your feedback, necessary revisions, ways to improve, etc., please send me an email so we can work that out in a workshop together.
  - Most assignments will receive commentary and/or feedback, but all assignments (beyond quizzes or tests) will be graded off of a rubric.
    - I do not mark all errors, content or mechanical, on your document. Correcting one error might not comprehensively correct all of your same-type errors.
    - All of your assignments, unless noted otherwise, should be formatted in **MLA** including, but not limited to, heading, citations, work cited pages, and formatting. Additionally, all of your assignments must include the correct academic style, grammar, punctuation, spelling, and usage.
      - I will provide the resources and documentation on how to properly adhere to these standards
  - Assignments that require a works cited page and in-text citations but does not feature either will receive a 0
  - Online links in lieu of actual documents are **not** permitted unless noted otherwise. If I do not have full access to your document, I will consider it not turned in. If I don't receive access within a week of the due date, then your assignment will receive a 0.
- **Late Work**
  - All of our assignments have specific due dates
    - Unless noted otherwise, there is a one-week grace period to turn in an assignment after the due date (baring a verifiable, extenuating circumstance)
      - Assignments turned in before the one-week mark will be docked ten points; assignments turned in after the one-week mark will receive a 0
      - Assignments involving other students (like a discussion board) can not be made up for any reason
    - **Extenuating circumstances should be communicated prior to the original due date**

- Extenuating circumstances do **not** include going out of town, internet/technological issues that can be quickly solved by IT, time management issues, etc.
    - Late work goes to the end of my grading stack, and, thus, might be graded later than my grading policy states
    - Late work will not include feedback
    - Assignments dependent on other students (like discussion boards or peer reviews) can **not** be made up

- **Student Behavior Expectations**
    - Be mindful that each student that enters our classroom space may come from a different background from you and may bring a different set of beliefs, values, or ideas into our conversations. As a result, students may agree or disagree on different topics to varying degrees. Disagreements can lead to critical thinking, scholarly debate, and active learning when all participants are respectful and mindful of the different opinions of others.
    - Disrespect, a disruptive unwillingness to listen to others, and/or harmful, hateful rhetoric will **not** be tolerated for **any** reason
- **Other**
    - I reserve the right to modify our syllabus at any point in the semester
    - Participation/ attendance points can be made up in my office hours
        - This is applicable up to 25% of your participation/ attendance points