

South Plains College

"SOUTH PLAINS COLLEGE IMPROVES EACH STUDENT'S LIFE"

Course Syllabus for READ 0303 + EDUC 1100 – Fall, 2022

Course can be accessed on Blackboard, or by going to southplainscollege.blackboard.com

Instructor Contact and Office Hours

Instructor: Dr. Erika M. Warnick, Professor in College Literacy and Education

Email: ewarnick@southplainscollege.edu

Phone: 806-716-2238

Office Location: Room 306 – Teaching and Learning Center, Third Floor, Levelland Campus Library

Classroom Location: room TA 216 – Second Floor, Technical Arts Building, Levelland Campus

Office Hours

Face-to-Face Office Hours:

Zoom Office Hours:

Monday	Tuesday	Wednesday**	Thursday**	Friday
8:30am-9:30am 1:30pm-2:30pm	8:30am-9:30am 1:30pm-2:30pm	1:30pm-3:30pm	1:30pm-3:30pm	9am-12:00pm (by appt.)

**If you need to meet with me via Zoom on Monday or Tuesday during office hours, please email me so we can schedule that!

You may also come by my office on Wednesday and Thursday during office hours!

Required "Touch-base" Meetings with Dr. Warnick

ALL students will meet with me in-person during certain weeks of the course. You get a 100 for meeting with me!

These **TENTATIVE** dates are weeks 5 and 15. A sign-up link will be created and posted in the weekly module. These meetings are **REQUIRED** and designed to review your class performance with me!

Meetings with A Tutor

All students have the option to meet with our tutors at SPC (or tutors through [tutor.com](https://www.tutor.com)). From time to time, and based on a student's performance in the class, Dr. Warnick may require the student to meet with a tutor. Additionally, anytime you meet with a tutor, you will receive extra credit towards participation/discussion.

Required Materials for Class

1. ***Play You're a Game; How to Stay Motivated, Remain Focused, and Succeed in School and Life, by Kantis Simmons***

This book is available at the Levelland campus bookstore, as well as Amazon.com You may purchase a new or used book via Amazon. You will need to be able to cite pages and bring the book to class.

You will not need the actual book until Week 3 of the course. I can provide you with a copy of the first chapter for Week 2!

2. ***FREE OER Textbook! You will receive a digital chapter each week in the course.***
3. ***Grammarly.com*** – this is a FREE downloadable software program that should be integrated into your MS Word software!

Additional, Required Course Material:

1. Dedicated access to a computer WITH Wifi to complete assignments in Blackboard, attend Zoom sessions, and create, revise, and submit papers.
 2. A place where you can listen and participate in Zoom meetings/sessions
 3. 3-ring binder with loose paper
 4. Highlighters, pens, pencils
 5. Jump/flash drive to save papers
 6. Word processing software (Word, Google Docs). NO Pages for Macbook users. I cannot accept Pages documents. MacBook users: you will need to save your Pages documents a Word or PDF documents before submitting any homework or reflections.
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Class Descriptions/Learning Outcomes

READ 0301 Course Description and Learning Outcomes:

Development of reading and higher order thinking skills necessary for college readiness.

Upon successful completion of this course, students will:

- Locate explicit textual information, draw complex inferences, and describe, analyze, and evaluate the information within and across multiple texts of varying lengths.
- Comprehend and use vocabulary effectively in oral communication, reading, and writing.
- Describe, analyze, and evaluate information within and across a range of texts.
- Identify and analyze the audience, purpose, and message across a variety of texts.
- Describe and apply insights gained from reading a variety of texts.

EDUC 1100 Course Description:

Learning Frameworks: A study of the research and theory in the psychology of learning, cognition, and motivation; factors that impact learning, and application of learning strategies. Theoretical models of strategic learning, cognition, and motivation serve as the conceptual basis for the introduction of college-level student academic strategies. Students use assessment instruments (e.g., learning inventories) to help them identify their own strengths and weaknesses as strategic learners.

Students are ultimately expected to integrate and apply the learning skills discussed across their own academic programs and become effective and efficient learners. Students developing these skills should be able to continually draw from the theoretical models they have learned.

Course objectives: In this course, students will learn:

- To assume responsibility for choices made, decisions derived and actions taken, including ownership of their college education;
- To develop an attitude of success towards tasks and challenges in college and in life;
- To develop the behavior of regular classroom attendance and participation;
- To identify personal strengths and weaknesses;
- To create and implement a plan to transform weaknesses into areas of competence;
- To manage college stressors;
- To implement cognitive and metacognitive strategies that will lead to improved academic performance in college;
- To utilize campus resources including the library and the Teaching and Learning Center;
- How to contact their major advisor and develop a degree plan for achieving goals at South Plains College.

Course Evaluation

*******This is a corequisite/joined class. Therefore, the grade earned in READ 0303 will be the same grade awarded in EDUC 1100 and vice versa.*******

*******A grade of C or better, OR a 12.1 or higher on the Nelson-Denny Reading Assessment, will need to be earned to move on from this class.***

The grades you receive on your assignments, quizzes, homework, digital work, drafts, revisions, papers, and participation activities are indicators of your progress toward college-level reading and writing. Students will be asked to keep an ongoing record of these grades. Additionally, **it is each student's responsibility** to continually monitor academic progress posted in each student's grade book on Blackboard.

Grades are determined by the following scale:

90-100 = A

80-89 = B

70-79 = C

60-69 = D

0-59 = F

****I only round up to the next whole number when a student's final average is at a .5 or higher. Example: a 79.6 = 80.**

Grade Breakdown for Class

Reflection #1	10% of grade
Reflection #2	10% of grade
Weekly Reading and Writing Activities (includes discussions, journals, assessments, out-of-class work/homework)	30% of grade
Mid-term Take-home Exam	15% of grade
Play Your A Game Quizzes/Chapter Quizzes (in Blackboard)	15% of grade
Participation (includes in-class activities, participation, and “touch-base” meetings)	10% of grade
Final Reflection	20% of grade

***Attendance/Earning “Extra Credit” in Class**

You should plan on attending every class, every week! We do a variety of hands-on lessons that cannot be replicated online and cannot be made up.

Extra Credit – Ten times randomly throughout the semester, it will be an “extra credit chip/bonus day!!” You will receive a digital “chip” worth 10 points for that day!

Dates will not be announced in advance, and failure to be in class will result in not receiving a digital chip for that day. If you are out, you cannot earn a chip; however, if you are present at the next “digital chip bonus day,” you will earn 2 coins, thus making up for the one previously missed. {this may only be done twice the entire semester}

At the end of the semester, your digital coins will turn into extra credit points. You can also earn additional points throughout the semester,** for a max of 200 extra credit points!

Extra Credit “Coin” Rules:

- Attending class means you are present, not on your phone, not listening to music, and not late!
- Extra credit chip/bonus day will be announced randomly in class throughout the semester.
- Only students present that day (not late, not absent) **at the time of the announcement** will receive a coin for that day.
- If you are absent, you will not receive a coin that day.**
- If you are consistently tardy to class, you will not receive a coin that day.

**Throughout the semester, I will offer opportunities for students to make up/earn extra coins.

I rarely drop students from courses. Only in extreme cases (i.e., foul language, inappropriate behavior, inappropriate comments) will you be dropped. Therefore, please make sure that you withdraw from the course if you are not succeeding in the class!

Grading Policy and Expectations

- You are expected to submit quality, college-level work, free from errors and slang, on the date on which assignments are due (please see an overview course schedule and Blackboard weekly links).
- You are expected to keep all material from the class during the course of the semester.
- Grades are updated weekly and entered into the Blackboard grade book.
- It is the student’s responsibility to monitor their grades and progress.
- Normal turnaround time for grading is two weeks (generally sooner).
- Please see grading information/rubrics in Blackboard.

Appropriate Files/Attached Files Policy*

- ******IMPORTANT!!!!** **Please ONLY upload reflections and assignments in PDF or Word versions!** I WILL NOT accept any assignments or essays in Pages (or software programs other than Word, Google Docs, or PDFs).
 - The first time this occurs, I will reach out to you so you can upload the assignment/essay in the appropriate format, which you will be expected to do ASAP (within 1 day) after the deadline. After that, and for each incorrect file uploaded, a grade of 0 will be entered in the grade book for any document in a format in which I cannot download/edit/read, which includes Pages for Mac users.
- Please upload assignments through the assignment link and essays through Turnitin (both in Blackboard), unless otherwise noted. I am not responsible for lost or misplaced essays, or

essays or assignments that are awarded a 0, because they were uploaded to the wrong area/uploaded in my email!

- I am not responsible for paper/homework that is not attached when submitting an assignment.
 - If you submit a blank document, this will be considered a 0. You will be able to resubmit any assignments within 1 day of the assignment deadline (with the exception of reflections and discussion posts).

Late Work Policy

- **No reflection papers, mid-term exam, or discussion posts will be accepted late** without written permission from the instructor.
 - You will need to email me BEFORE a deadline, not afterward, if you would like me to consider any extension due to an unforeseen circumstance.
- Turnitin creates a digital receipt when you submit a reflection essay. This will be emailed to your SPC email. **It is YOUR responsibility to keep these emails from Turnitin.** Should there be a question of essay submission, I will ask to see this receipt. Without it, a grade of 0 will be entered in the grade book for a missing essay.
- **For assignments/homework and reading quizzes ONLY, you will be allowed to submit these up to 1 day late.** I will send you a reminder that will be emailed to your SPC email. You will have until the following day (11:59 pm, CST) to submit the missing assignment. After that, a grade of 0 will be recorded in the grade book.
 - This late policy does not apply to discussion boards, exams, or reflection papers.
- If a student is dealing with an unforeseen circumstance (e.g., a death in the family, an illness), **the student should contact the instructor immediately, before the due date of an assignment.** Please do not assume that the instructor will change the date of an assignment, or extend the date, due to an unforeseen circumstance. *It is only at the instructor's discretion that due dates may be amended or extended.* If a date is changed, it will only be changed/amended/extended once. After that, a grade of 0 will be given for additional missed assignments.

Reflection Paper/ Reading & Writing Activities/Exam – Requirements

- You are expected to turn in every part of a reflection paper and/or assignment according to the dates listed on the course outline, noted on the essay and/or assignment instructions, and listed in Blackboard.
- Assignments (i.e., Zoom in/Zoom outs, reading assignments, etc.) are graded with assignment rubrics, provided in Blackboard.
- Reflection papers will be submitted through the Turnitin system through Blackboard. Turnitin is a plagiarism and grading platform.
- Exam, reflection papers, and discussion posts **WILL NOT be accepted late unless permission has been granted ahead of time by the instructor.**
- **REMINDER!!! Assignments/reflection papers will ONLY be accepted in Microsoft Word and PDF versions, uploaded through Turnitin.**

- Reflection essay instructions will be posted in Blackboard. Students will need to adhere to the instructions for each reflection essay in Blackboard!
- Assignments/mid-term exams/reflection papers in Pages for Mac, or another word processing software OTHER than Word or PDF, will not be accepted. Turnitin cannot open/read/grade these documents.

Technical Requirements/Tech Issues

- Even though we do meet face-to-face, your assignments are available, and will be submitted, in Blackboard.
- You will need dedicated access to the internet, so Wifi is required for this course.
- You will need access to a computer (either PC or laptop).
 - Please see Dr. Warnick immediately if you need help locating a laptop!
- If you experience technical issues (i.e., an issue with a reading quiz, the mid-term exam, etc.), it is your responsibility to email me as soon as possible and include screenshots of what you see (e.g., error messages on the screen).
- Please do NOT submit homework, essays, exams, etc., in the Blackboard Student app. Work should be uploaded through a laptop or PC. I am not responsible for lost work uploaded through the app.
- Please email me homework/other assignments ONLY if Blackboard is down.

Plagiarism and Cheating

Students are expected to do their own work on all projects, quizzes, assignments, digital homework, exams, and papers. Failure to comply with this policy will result in an F for the assignment and can result in an F for the course if circumstances warrant.

****Please do not, under any circumstances, turn in a paper, homework assignment, and/or midterm exam, whether whole or in part, that is not your own. Please do not turn in a previously written paper that you wrote for another course. Please see the information below related to plagiarism and cheating.****

What is Plagiarism?

Plagiarism violations include, but are not limited to, the following:

1. Turning in a paper that has been purchased, borrowed, or downloaded from another student, an online term paper site, or a mail-order term paper mill;
2. Turning in a paper/project/assignment that someone else completed for you;
3. Cutting and pasting together information from books, articles, other papers, or online sites without providing proper documentation;
4. Using direct quotations (three or more words) from a source without showing them to be direct quotations and citing them; or
5. Missing in-text citations.

6. Taking an essay/paper/assignment you wrote for another class (whether for me or another professor) and submitting it again in this class.

What Constitutes Cheating?

Cheating violations include, but are not limited to, the following:

1. Obtaining an examination by stealing or collusion;
 2. Discovering the content of an examination before it is given;
 3. Using an unauthorized source of information (notes, textbook, text messaging, internet) during an examination, quiz, or homework assignment;
 4. Entering an office or building to obtain unfair advantage;
 5. Taking an examination for another and/or having someone else take an exam for you;
 6. Altering grade records;
 7. Copying another's work during an examination or on a homework assignment;
 8. Rewriting another student's work in Peer Editing so that the writing is no longer the original student's;
 9. Taking pictures of a test, test answers, or someone else's paper;
 10. Using a translator (either digital or human).
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SPC Institutional Policies

Attendance: Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus. When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college, or an official activity, the instructor may permit the student to make up work missed. **It is the student's responsibility to complete work missed** within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first-class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is

awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

Academic Integrity: It is the aim of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present assignments that he or she has not honestly performed is regarded as a serious offense. The offender is liable to the consequences for cheating and plagiarism as described in the SPC catalog in sections, “Academic Integrity” and “Student Conduct.”

Campus Carry and South Plains College: Important Information: Texas SB 11 (Campus Concealed Carry) went into effect for community colleges on August 1, 2017.

Campus Resources:

Tutoring: Tutoring Services will be offering face-to-face tutoring one-on-one appointments, one-on-one live virtual sessions with SPC tutors, as well as using services from tutor.com. For additional questions regarding Tutoring Services or scheduling, please contact Ms. Rebecca Grunder at 806-716-2538 or at rgrunder@southplainscollege.edu.

Library Resources: Access electronic resources, chat with a librarian, get help with your citation, and find short videos to help you get started with using Library services. Visit <https://southplainscollege.libguides.com/> or contact the library at Levelland (806-716-2330 or library@southplainscollege.edu) or at Reese (806-716- 4682 or referencelub@southplainscollege.edu).

Health & Wellness Center: The counselors at the Health & Wellness center can advise you confidentially. They can also help you access other resources on campus and in the local community. You can schedule an appointment with a counselor by calling 716-2529.

Advising & Testing: Students may contact the advising and testing center for information regarding TSI or other tests required by programs at SPC and/or advising services.

COVID Policy: If you are experiencing any of the following symptoms, please do not attend class and either seek medical attention or test for COVID-19.

- Cough, shortness of breath, difficulty breathing
- Fever or chills
- Muscles or body aches
- Vomiting or diarrhea
- New loss of taste and smell

Please also notify DeEtte Edens, BSN, RN, Associate Director of Health & Wellness, at dedens@southplainscollege.edu or 806-716-2376. Proof of a positive test is required. A home test is

sufficient but students must submit a photo of the positive result. The date of test must be written on the test result and an ID included in the photo. If tested elsewhere (clinic, pharmacy, etc.), please submit a copy of the doctor's note or email notification. Results may be emailed to DeEtte Edens, BSN, RN at dedens@southplainscollege.edu. A student is clear to return to class without further assessment from DeEtte Edens, BSN, RN if they have completed the 5-day isolation period, symptoms have improved, and they are without fever for 24 hours without the use of fever-reducing medication. Students must communicate with DeEtte Edens, BSN, RN prior to their return date if still symptomatic at the end of the 5-day isolation.

Non-Discrimination Statement: South Plains College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Stan DeMerritt, Vice President for Student Affairs, South Plains College, 1401 College Avenue, Box 5, Levelland, TX 79336. Phone number 806-716-2360.

Students with Disabilities: Students with disabilities, including but not limited to physical, psychiatric, or learning disabilities, who wish to request accommodations in this class should notify the Disability Services Office early in the semester so that the appropriate arrangements may be made. In accordance with federal law, a student requesting accommodations must provide acceptable documentation of his/her disability to the Disability Services Office. For more information, call or visit the Disability Services Office at Levelland (Student Health & Wellness Office) 806-716-2577, Reese Center (Building 8) 806-716-4675, or Plainview Center (Main Office) 806-716-4302 or 806-296-9611.

Title IX Pregnancy Accommodations: If you are pregnant, or have given birth within six months, under Title IX you have a right to reasonable accommodations to help continue your education. To activate accommodations, you must submit a Title IX pregnancy accommodations request, along with specific medical information, to the Director of Health & Wellness. Once approved, notification will be sent to the student and instructors. It is the student's responsibility to work with the instructor to arrange accommodations. Contact the Director of Health & Wellness at 806-716-2362 for assistance.

Diversity Statement: In this class, the teacher will establish and support an environment that values and nurtures individual and group differences and encourages engagement and interaction. Understanding and respecting multiple experiences and perspectives will serve to challenge and stimulate all of us to learn about others, about the larger world, and about ourselves. By promoting diversity and intellectual exchange, we will not only mirror society as it is but also model society as it should and can be.

Syllabus Statement

I reserve the right to amend, delete, add, and/or edit the above information, as well as dates/assignments as needed, to meet learning outcomes in the course.

The intention of the master syllabus is to provide an outline of the contents of this course, as specified by faculty of the Reading Department at South Plains College, regardless of who teaches the course, when it is taught or where it is taught. Faculty members teaching this course for South Plains College are expected to facilitate learning pursuant to the course objectives. However, instructors also are encouraged to cover additional topics of interest so long as those topics are relevant to the course's subject. The master syllabus is, therefore, prescriptive in nature but also allows for a diversity of individual approaches to course material.