

RAPPAHANNOCK COMMUNITY COLLEGE  
WARSAW

Course Syllabus  
ENG 5 – Preparing for College Reading II

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Spring Semester 2012

**Course Description:** Helps students read critically and increase appreciation of reading. Guides students in making inferences, drawing conclusions, detecting relationships between generalizations and supporting details. Includes interpreting graphic aids and basic library skills.

**Rationale:** ENG 05, Reading Improvement II, is designed to help students improve their reading skills. Each student's reading level, strengths, and weakness are determined by testing and interviewing. Then the instructor and the student determine what reading skills the student needs to focus on in order to be successful in other college courses. Students can work on individual objectives as well as group objectives.

**Course Credit:** 3 lecture hours per week, 3 credits.

**Required Text:** *The Community College Experience Plus* by Amy Baldwin  
ISBN: 9780136090311

NOTE: This is the textbook used in SDV 100. Students taking ENG 05 would benefit from taking SDV 100 also.

**Course Objectives:**

Students will improve reading skills by:

1. Demonstrating mastery (80%) in vocabulary skills, such as recognizing context clues, word parts, and structure, for attacking new words.
2. Demonstrating mastery (80%) in literal recall by separating main ideas from details, identifying paragraph patterns, finding the thesis, and summarizing.
3. Demonstrating mastery (80%) in study-reading skills and rate flexibility, including marking and underlining textbooks, scanning graphic aids, taking notes, and taking tests.
4. Demonstrating mastery (80%) in distinguishing fact from opinion.
5. Demonstrating mastery (80%) in recognizing purpose, tone, mood, and bias.
6. Demonstrating mastery (80%) in recognizing inferences and drawing conclusions based on evidence.

**Methods of Instruction:** Lecture, small group activities, worksheets and handouts, use of Blackboard, websites, and individualized instruction.

**Required Materials:** Students must provide their own pencils and pens and a ring-binder notebook with dividers in which to keep all class notes, homework, and handouts. In addition, students must purchase a small notebook or calendar in which to keep their assignments and due dates.

**Requirements:**

Orientation Quiz—Students will take a quiz to demonstrate they understand the course outline. The quiz is worth up to 20 points and will be added in with the Unit Quiz grades.

Homework – 25% of course grade

Students will complete 10 homework assignments in a notebook which the instructor will periodically check. Chapter homework assignments are worth up to 25 points each.

Reading Selections- 25% of course grade

Students will complete vocabulary and comprehension questions for 10 selected reading assignments. These exercises will be worth up to 15 points.

Unit Quizzes – 25% of course grade

Students will take five quizzes based on information covered in each unit. These will be graded on a 100-point scale and averaged together.

Class Attendance/Activities – 25% of course grade

Students will receive points for attending class:

Arrive on time = 2 points

Arrive late = 1 point

Absent = 0

Revising Quizzes and Reading Selections –

If a student does not score 80% or better, he/she can take a quiz a second time.

Students can revise quizzes and reading selections, but they will receive only half credit for corrected answers.

Blackboard—

All course materials are posted in Blackboard. Assignments for the next class are posted on the Announcements page. Students who miss class will be required to complete missed activities/quizzes in Blackboard. Access to the Internet at home is recommended.

**Students are responsible for all information posted in Blackboard and sent via email.**

Tutoring—

Students needing extra help to reach skill competencies or with completing assignments will be recommended for tutoring. Students are required to attend tutoring sessions for the number of recommended sessions before they will be allowed to retake quizzes or submit missing assignments or assignments that need to be revised or rewritten.

### Final Exam -

At the end of the course, students will be given a test to measure their overall reading ability. Students must make a raw score to 60 to pass the course. Students cannot miss the final exam. NOTE: Students who have not completed 80% of the assignments/quizzes or who have six or more absences will not be allowed to take the final exam.

**Grades:** Final grades will be determined based on an average of the homework, quizzes, reading selections, and in-class activities and the final exam results. The class average has to be 80% or above. In addition, students' grades will be based on class attendance, attitude, motivation, and meeting deadlines. Possible grades are S, R, or U.

A grade of S (satisfactory) indicates that the student has met the grade level requirement of his/her curriculum and can take ENG 111 **or** that the student has successfully completed the class requirements but needs more developmental coursework.

A grade of R (re-enroll) indicates that the student should re-enroll for an additional semester or reading improvement in order to meet the reading requirement of his/her curriculum.

A grade of U (unsatisfactory) indicates that the student has failed to complete assignments, has turned in assignments late, has missed too many classes, or has shown little interest in improving reading.

The instructor will inform each student which subsequent ENG course he/she may enroll in.

### **Points:**

Orientation Quiz:	20 points
Attendance:	2 points each class
12 Homework assignments:	25 points each
10 Reading selections:	15 points each
5 Unit quizzes:	100 points each

**Late Work:** Students who turn in more than 10 of their assignments late will receive a U. Students have one class period after the due date to turn in late assignments. Students who are absent have one class period after they return to turn in late assignments. Work more than two weeks late will not be accepted. **All course materials are available in Blackboard so students are responsible for keeping up with assignments.**

**Class Attendance:** Class attendance is crucial in order to meet objectives. If a student is absent, it is his/her responsibility to make up the work missed. A student should notify the instructor when he/she knows ahead of time that he/she must be absent, so he/she can keep up with assignments. Students who are absent should contact the instructor and/or go into Blackboard **before the next class meeting** in order to find out what the assignments are and get them completed. There are no excused absences.

**Cell Phone/Computer Policy:** Students who use cell phones or log into social networking sites will be asked to leave class and will be counted absent.

**COURSE GUIDELINES FOR STUDENTS:** Students who want to be successful should:

- Attend class.
- Complete homework.
- Come to class with notebook, containing course handouts, and pen or pencil.
- Bring textbooks to class.
- Turn off cell phones and put them OUT OF SIGHT.
- NOT log into social networking sites.
- Keep in touch with the instructor concerning questions about course content or problems with the course.
- Show respect for other students and college personnel.

**Withdrawal Policy:** Students who do not attend class, do not contact the instructor, and/or do not take the pre-test by January 23 will be dropped from the course. Students who miss more than 20% of the class sessions (6 classes) during the first six weeks will be administratively withdrawn by the instructor by March 23.

**Instructor Absences:** If the instructor is absent, students should log into Blackboard and follow the instructions on the Announcements page. Only in extreme cases will class be cancelled.

**Snow Days/Inclement Weather:** If the college is closed due to inclement weather, students should log into Blackboard and follow the instructions of the Announcements page. Only in extreme cases will the schedule be altered, for example, if areas in the service region lose electricity.

**Conferences:** Students should feel free to confer with the instructor any time they need to talk about their course work, problems concerning the course, or the need for additional help. Scheduled office hours are posted on the instructor's door and are announced in class. Students may drop in during those hours or make a special appointment for another time. Students can also call, email, or text the instructor.

OFFICE – Main Building, 109D  
PHONE - 804/333-6778  
FAX – 804/333-0106  
EMAIL - glowery@rappahannock.edu  
CELL – 804/761-6862

**Basis for Evaluation and Revision of Course:** Students will be given a course and instructor evaluation near the end of the semester. This evaluation will be optional and anonymous for students. These evaluations plus suggestions from co-workers and others about the course are used to evaluate and revise the course. In addition, a mid-term conference and final conference give the students two more opportunities to express their opinions/concerns about the course.

**The Honor System:** Rappahannock Community College has an Honor System whose purpose is to strengthen the student's foundations for academic achievement by establishing guidelines for personal conduct. It is the responsibility of the student to be aware of the rules found in the College catalog and to monitor the activities of their peers with respect to the Honor Code and report any violations thereof.

**Emergency Evacuation Plan:** In each classroom, laboratory, or other places where students are assembled for the purpose of instruction, a fire evacuation plan will be posted indicating the direction of travel from the room in the event it becomes necessary to evacuate the building as a result of fire or other emergency. This plan will be posted in a conspicuous place near the exit from the room. At any time the fire alarm sounds, the building will be evacuated. The instructor is to ensure the fire doors (doors with automatic closures on them) are closed upon leaving the area. Instructors are also responsible for assisting disabled students. If a classroom does not have an evacuation plan, students should notify the instructor or campus director.

**Special Requests:** It is important to RCC that all students have a learning environment that is conducive to their needs. Therefore, students who feel that they may need some type of accommodation in order to make this class a successful setting should go to the Counseling Office on either campus for information about applying for services and accommodations. Students need to provide current documentation of a disability and recommended accommodation for that disability. For additional information refer to "Student Services" on the RCC website and look for "Students with Disabilities."

**College Closing Information:** The College will be open unless an official closing is announced. If it is necessary to cancel or delay the opening of the college, the decision will be announced over radio and television stations serving the college region.

**IMPORTANT NOTICE:** This course outline is intended to be used only as an introduction to the course. The official course information is maintained on the instructor's Home page. Information on the Home Page and in Blackboard takes precedence over information in this outline. However, no major changes in course content or assignments will be made. Minor changes and up-to-date information will be posted on the home page or in Blackboard. Students are required to use Blackboard to follow the assignment schedule and access handouts and presentations posted there. Students should check the announcements page in ENG 05 and their RCC email frequently. **Students are responsible for all information posted in Blackboard and sent via email.**

**ENG 05 SCHEDULE (See Assignments and Announcements in Blackboard for the official schedule and specific assignments)**

**Introduction to Course: January 9 and 11**

- Take pre-test on January 9.
- Attend conference with instructor instead of attending class January 11.
- Start working on assignments for Unit 1.

*Units for The Community College Experience FYE Cohort*

Unit	Name	Dates
Unit One	Understanding the College Culture Chapters 1, 2, 3	January 16-25
Unit Two	Taking Control Chapters 4, 5	January 30-February 15
Unit Three	Retaining Information Chapters 6, 7, 8	February 20-March 7
<b>SPRING BREAK MARCH 12-16</b>		
Unit Four	Making the Grade Chapters 9, 10	March 19-April 4
Unit Five	Planning Your Future Chapters 11, 12	April 9-23

**Final Exam Review: Wednesday, April 25**  
**Final Exam Date: Monday, May 7, 8:30-11**

**ENG 05, Reading Improvement II  
Grade Sheet**

Name \_\_\_\_\_  
 Placement Test \_\_\_\_\_  
 Pretest \_\_\_\_\_

Units	Attendance	Homework	Reading Selections	Quizzes
Unit One	Week 1:	#1-	#1-	Unit 1
	Week 2:	#2-	#2-	
	Week 3	#3-		
Unit Two	Week 4:	#4-	#3-	Unit 2
	Week 5:	#5-	#4-	
	Week 6:			
Unit Three	Week 7:	#6-	#5-	Unit 3
	Week 8:	#7-	#6-	
	Week 9:	#8-		
Unit Four	Week 10:	#9-	#7-	Unit 4
	Week 11:	#10-	#8-	
	Week 12:			
Unit Five	Week 13:	#11-	#9-	Unit 5
	Week 14:	#12-	#10-	
	Week 15:			
TOTALS				

Class Average \_\_\_\_\_  
 Post-test \_\_\_\_\_  
 Final Grade \_\_\_\_\_  
 Course Recommendation \_\_\_\_\_