English 675 is designed to prepare you for the kind of reading and writing you’ll be doing throughout your career in college: both here at Chaffey and beyond.

Here are some of the things that we’ll be doing together in English 675:

- We’ll identify and use reading strategies to break down and understand a text, its purpose, audience, and tone.
- We’ll look at the way texts are constructed and organized and apply what we learn to our own writing.
- We will write a lot. You’ll learn about and reflect on your own reading and writing process and become a stronger, more confident writer and reader.
- We’ll learn about resources available to you at the college, including research resources.

**Fast Track and 675**

You’ve signed up for a Fast Track class. Good for you! This class moves twice as fast as a normal course, which means you get through twice as fast. There’s another upside to this course, too. Unlike the regular sequence of English courses, where passing one class qualifies you to get into the next class, upon completion of 675, you’ll reassess to determine which English class you’ll take next. My expectation is that after 675, you’ll be so well prepared that many of you will skip 575 altogether (the next class in the sequence) and go straight into 475 or even English 1A. If you commit to doing all the work, studying hard, practicing, and using the resources the college has available to you. I have no doubt you can do it. I’m here to help you, and the college has many, many other resources available to you that will help you to succeed. You’ve so got this!

**Leona Fisher, Ph.D.**
(909)652-6922
Leona.fisher@chaffey.edu

Visit me in BEB 215 M 12-1, T and TH 10-12, or make an appointment for another time.

Drop anything you need to off to my box in LA-107.

Skype with me: leonafisher9

This is me in Japan last March. I love to travel!

**Our textbook for English 675:**

*Fusion, Book 1.* Kemper, et al.

This book is required.

**This syllabus will tell you:**

- What your reading assignments and homework are each day and when they’re due
- How to determine your grade
- How to get in touch with me
- The ins and outs of class policies and procedures
Important Things to Know about this Class

Please note: As in nearly any college class, some of the content and discussions in this class could be considered “adult” and might be objectionable to some.

Success Center Hours. As part of English 675, you are required to complete 10 hours of supplemental learning in the Success Center. This will be worth 10% of your grade. The course is only eight weeks long, so you need to start completing your hours now.

Quizzes. Every single morning, without fail, we will have a quiz on the reading assignment for that day. The quiz will be on Moodle. This quiz will happen in the first ten minutes of class. It will be open-book, and open-note, but you may not make up missed quizzes nor take them at any other time. So be on time to class and prepared!

Office Hours Visit. Smart students know that visiting professors during their office hours is a great way to get ahead and do well in college. One of your assignments during the semester will be to visit me during my office hours. While one visit is required, my hope is that you will come many, many times to visit me in my office. It’s what I’m there for!

Moodle Handouts/Assignments. (Moodle2.chaffey.edu) In this course we will be using Moodle. I will make all course handouts (including this syllabus) available on Moodle. There will also be format guides and grammar handouts that I will make available but will not pass out in class. Occasionally, you may have an assignment due via Moodle. Our morning quizzes will also be on Moodle. You can also check your grades and progress in the class at any time through Moodle. Simply click on the “Grades” button. Divide the number of points you have by the number of points possible at any given time during the semester to see what percentage of points (your grade) you’re receiving in the class. If you need help at any time determining your grade, or you would like to discuss your progress in the class so far, please don’t hesitate to see me after class or to stop by my office.

The Success Centers

As part of the requirements for this class, you’ll be required to complete ten hours of instruction in the Language Success Center. Here is some information about the success centers on campus. A tutor from the Language Success Center will be stopping by our class to give us further details. In the meantime, here is some important information about the Success Centers on camps:

Student Success Centers

Chaffey College has created a network of Student Success Centers—which offers free tutorials, workshops, learning groups, directed learning activities, and computer/resources access—to assist students in their academic development and success.

Chino Campus Success Center (Monday-Thursday 8am-8pm, Friday 10-2)
Multidisciplinary Success Center(CHMB-145) 909-652-8150

Fontana Campus Success Center (Monday-Thursday 8am-8pm, Friday 10-2)
Multidisciplinary Success Center(FNFC-122) 909-652-7408

Rancho Campus Success Centers (Monday-Thursday 8am-8pm, Friday 10-2, Sunday 11-3)
Math Success Center (Math-121) 909-652-6452
Multidisciplinary Success Center (Library) 909-652-6932
Language Success Center (BEB-101) 909-652-6907/6820

A current Chaffey College photo ID card is required for all Success Center services. Walk-ins are welcome, and advanced appointments are available for most services. Call the Centers or consult the college website at www.chaffey.edu/success/ for more information.

Student Health Services

Student Health Services is dedicated to assisting students to achieve and maintain optimum physical, mental and emotional health. We are committed to providing quality healthcare at a reasonable cost. All currently enrolled full and part time Chaffey College students on the Rancho Cucamonga Campus or any off campus site may utilize the services of the Student Health Office. Please have your Chaffey ID ready.

Rancho Campus MACC-202 (909) 652-6331
Chino Campus CHMB-105 (909) 652-8190
Other Important Campus Resources

Disability Programs & Services
Chaffey College’s Disabled Students Programs and Services, or DPS, serves an estimated 1500 students across all Chaffey campuses. DPS serves students with physical, learning, and psychological/psychiatric disabilities by providing accommodations based on the type of disability and verifying documentation. Services include academic counseling, disability related counseling and referral for community resources, test accommodations, tram services, adapted computer lab, assistive technology training, assessment, and equipment loan. For more information please contact the DPS general phone line at (909) 652-6379.

Veterans and Eligible Family Members
Chaffey College’s Veterans Resource Center (VRC) is dedicated to assisting veterans and eligible family members in achieving their educational goals efficiently and without impediments. If you are a veteran or eligible family member, please contact the Veterans Resource Center at (909) 652-6235 or vrc.staff@chaffey.edu for information regarding educational benefits and opportunities. The Veterans Resource Center (VRC) is located in building AD-125 on Chaffey College’s Rancho Cucamonga campus.

Career Center
We at the Career Center are here to help you, the Chaffey College students, to find meaningful careers. We offer career counseling, career assessments, résumé assistance, interviewing skills preparation, job referrals, student employment, and career related workshops. The Career Center is located on the Rancho Cucamonga Campus in MACC 203, and we can be reached at (909) 652-6511.

EOPS and CARE
Extended Opportunity Programs and Services (EOPS) is designed to ensure student retention and success through academic support and financial assistance for eligible students. Cooperative Agencies Resources for Education (CARE) is a program that serves a limited number of EOPS students who are single heads of household parents. It provides additional support services beyond those available through EOPS. The ultimate goal is completion of a certificate program, an associate degree, and/or transfer to a four-year college. Call (909) 652-6345 for more information.

The Honors Program
The Honors Program provides an intellectual and cultural community for students at Chaffey College. Program benefits include smaller classes, creative and challenging coursework, academic enrichment activities, and scholarships. Students also have opportunities to present research at scholarly conferences, build social responsibility through community service, and receive ongoing personalized academic advisement as well as support during the transfer process. Students who complete the Honors Program may take advantage of our transfer agreements with prestigious institutions like UCLA. Visit http://www.chaffey.edu/honors or SSA-122 for more information and admission requirements.

What about my grade?
No mysteries here. This is how your grade will be determined. You can check your grade on Moodle at any time. If you have questions or are unsure of what your grade is, just let me know.

- Essay 1 (Intelligence Essay) 50 pts. (8/22)
- Essay 2 (Literacy Narrative) 50 pts. (8/29)
- Essay 3 (Summary Essay) 50 pts. (9/5)
- Essay 4 (Process Essay) 50 pts. (9/12)
- Essay 5 (Comparison Essay) 50 pts. (9/19)
- Essay 6 (Argument Essay) 50 pts. (9/26)
- Final Essay 100 pts. (10/7)
- Quizzes/In Class Activities 300 pts.
- Success Center 100 pts.
- Homework 200 pts.

700-1000 PASS 699-0 No Pass
Important Course Procedures and Information

On-time Attendance and Participation. Students who frequently miss class will miss out on points for in-class writing assignments and quizzes and will not be able to pass. **Because a quiz/activity is given in the first few minutes of each class, it behooves you to be in class and be on time.**

Civility and Respect. All participants in the course will conduct themselves with civility and respect whether online, in writing, or in the classroom. Please put your cell phone away during our scheduled class period.

Missing/Late Assignments. In general, I will not allow late work. If you are having trouble meeting a deadline, let me know before the paper is due, and we may be able to work something out depending on the circumstances. **If you know you will be gone, hand in your work ahead of time.**

Revision. The class will provide many opportunities for revisions both by me, and by your peers. Therefore, once I have assigned a grade, that grade is final. If you believe you have an exceptional case, see me during office hours.

Required Format. All papers must be **double-spaced**, must have 1" margins, use 12-point Times New Roman, and follow standard style format (MLA). Additionally, documents sent via email as attachments should be in MS Word (.doc) or Rich Text Format (.rtf). **Your four major assignments, including all drafts, must be typed in the appropriate format.** For an example of what this format looks like, you may download the “MLA Format Help” document posted to Moodle.

Plagiarism. Violations of the Student Academic Integrity Code, including plagiarism, will not be tolerated in Chaffey College English courses. Plagiarism is defined as the misrepresentation of the published ideas or words of another as one’s own. At the discretion of the professor, plagiarism or other violations may result in zero points for the assignment and/or failing the course. Additionally, the professor may file a Student Academic Integrity Form documenting the violation and may seek other sanctions. The complete Student Academic Integrity Code appears in the Chaffey College Student Handbook.

The Final Exam. Our final exam is the last day of class. You’ll be turning in your final essay and retaking the assessment test.

Day-by-Day Reading Assignments and Homework

Readings and assignments are to be completed before you come to class for the days they’re listed. You do not need to do activities in your book unless I specifically assign them.

Week 1 (August 14, 15)

W First day of class! Come excited to read and write.

TH **Read for today:** Please have read pp. 11-23. **Homework due today:** Bring an annotated copy of “The Theory of Multiple Intelligences.” Use the annotation techniques described in the book. We will discuss nouns in class (see pp. 429-442).

Week 2 (August 19, 20, 21, 22)

M **Read for today:** Please have read pp. 29-35. **Homework due today:** The activities on pp. 36-38 (this may be handwritten). We will discuss pronouns in class (see pp. 443-456).

T **Read for today:** Please have read Chapter 6 in your book today. **Homework due today:** first draft of Essay 1. We will discuss verbs in class (see pp. 457-476)

W **Read for today:** Please have read Chapter 8 in your book today. **Homework due today:** second draft of Essay 1. We will discuss adjectives and adverbs in class (see pp. 477-490).

TH **Essay 1 is due. Read for today:** Pp. 135-141. **Homework due today:** the activities on p. 140-41. We will discuss conjunction and preposition in class (see pp. 491-501).
Week 3 (August 26, 27, 28, 29)

M  **Read for today:** pp. 142-146. **Homework due today:** Work on a sensory chart for your literacy narrative (see p. 144). Bring your chart to class. We’ll discuss capitalization in class (see pp. 503-512).

T  **Read for today:** pp. 146-151. **Homework due today:** first draft of essay 2. We’ll discuss commas in class (see pp. 513-522).

W  **Read for today:** pp. 152-158. **Homework due today:** the activity on p. 158, second draft of Essay 2. We’ll discuss quotation marks and italics today (see pp. 523-528).

TH **Essay 2 is due. Read for today:** pp. 327-332. **Homework due today:** the activity on p. 332. We’ll begin our discussion of other punctuation today (see pp. 529-539).

Week 4 (Labor Day, September 3, 4, 5)

M  Labor Day Holiday—No school!

T  **Reading due today:** pp. 333-337. **Homework due today:** Choose your article and create a table diagram (like the one shown on p. 329) of the article you’re summarizing. We’ll conclude our discussion of other punctuation today (see pp. 529-539).

W  **Reading due today:** pp. 338-342. **Homework due today:** first draft of Essay 3, answers to the activity on p. 342. We’ll be discussing sentence basics in class today (see pp. 363-378).

TH **Essay 3 is due. Reading due today:** pp. 207-212. **Homework due today:** The activity on p. 210. We’ll be discussing simple, compound, and complex sentences today (see pp. 379-392).

Week 5 (September 9, 10, 11, 12)

M  **Reading due today:** pp. 214-216. **Homework due today:** the activities on pp. 215-216. We’ll be discussing agreement today (see pp. 393-408)

T  **Reading due today:** pp. 217-223. **Homework due today:** First draft of Essay 4 is due. We’ll be beginning our discussion sentence problems today (see pp. 409-427).

W  **Reading due today:** pp. 224-230. **Homework due today:** Second draft of Essay 4 is due and the activity on p. 230. We’ll be concluding our discussion of sentence problems today (see pp. 409-427).

TH **Essay4 is due. Reading due today:** pp. 280-283. **Homework due today:** Activity on p. 282. We’ll be reviewing reading and grammar concepts using sample Accuplacer questions in class. Come with grammar and reading questions!

Week 6 (September 16, 17, 18, 19)

M  **Reading due today:** pp. 284-286. **Homework due today:** The activities on pp. 285, and the connotations activity on p. 286. We’ll be reviewing reading and grammar concepts using our own writing. Come with a past assignment.

T  **Reading due today:** pp. 287-295. **Homework due today:** First draft of Essay 5.

W  **Reading due today:** pp. 296-302. **Homework due today:** Second draft of Essay 5, the activity on p. 302.

TH **Essay 5 is due. Reading due today:** pp. 303-307. **Homework due today:** Using the article on p. 306, fill in the chart on p. 307. We’ll do a writing activity in class that will help us review grammar and reading skills.
Week 7 (September 23, 24, 25, 26)

M  **Reading due today:** pp. 308-314  **Homework due today:** the activities on p. 311. We’ll be reviewing reading and grammar concepts using our own writing. Come with a past assignment.

T  **Reading due today:** pp. 315-320.  **Homework due today:** Bring a first draft of Essay 6.

W  **Reading due today:** pp. 321-326.  **Homework due today:** Bring a second draft of Essay 6. Do the activity on p. 326 and bring it to class.

TH  **Essay 6 is due.** We’ll be reviewing reading and grammar concepts using our own writing. We will go over the final assignment today, but much what we’ll do will be review. There is no reading assignment, and the only homework assignment is to bring the final draft of Essay 6.

Week 8 (September 30, October 1, 2, 3)

M  **Reading due today:** pp. 343-348.  **Homework due today:** Do the activities on p. 345 and 348.

T  **Reading due today:** pp. 349-352.  **Homework due today:** Annotate the essay on p. 351.

W  **Reading due today:** pp. 353-356.  **Homework due today:** Bring a first draft of the final essay. We’ll be reviewing reading and grammar concepts using sample Accuplacer questions in class. Come with grammar and reading questions!

TH  **Reading due today:** pp. 357-361.  **Homework due today:** Bring a second draft of the final essay; please also do the activity on p. 361. We’ll be reviewing reading and grammar concepts using sample Accuplacer questions in class. Come with grammar and reading questions!

Week 9 (October 7)

M  **Final Essay is due.** Please come prepared to reassess.