



Syllabus: WRT 101

Course Information

Course Title: Writing 101

Course Prefix/Number: WRT 101(6)

Semester: Summer 2022

Class Days/Times: Monday, Tuesday, and Wednesday; 1:00 PM – 3:30 PM

Location: Room 110

Instructor Information

Name: Wendi Cline

Phone/Voice Mail: 520-977-7325

E-mail: wcline@tocc.edu

Office location: You can find me in the Library Mon.-Fri. 9 to 5

Office hours: TBD

Course Description

Principles and practices of writing. Includes writing college-level essays, review of basic writing skills, and written works. Also includes narrative/descriptive, expository, and persuasive writing. May be offered in modules.

Student Learning Outcomes

1. Develop ideas about a topic for the purpose of writing, organizing, selecting and relating ideas, and develop them in coherent paragraphs and essays.
2. Use a variety of writing styles for different audiences, and improve writing by correcting errors, restructuring, and rewriting.
3. Write essays and other works.

Course Structure

This class will use an informal “lecture” format that emphasizes class participation, discussion, and questions, and both individual and group work. A journal assignment will be required based on the reading assignments. Class participation and attendance are very crucial for academic success. Please come prepared to discuss issues raised in the course.

Course Learning Materials and Textbook Information

A Writers Guide to Mindful Reading. This is an online text, which is included in the Week one materials. Other materials will be provided.

Course Outline

WEEK	TOPIC
1	Introductions, Syllabus, Housekeeping items, etc. Critical Thinking Critical Writing
2	How to Write an Essay Informative Writing
3	Descriptive Writing Essay
4	Narration: Telling a Story
5	Persuasive Writing Essay Wrap Up

DISCLAIMER: This syllabus is designed to evolve and change throughout the semester based on class progress and interests. You will be notified of any changes as they occur.

Evaluations and Grading & Assignments: (percentages)

90 and above is an A

80 - 89 is a B

70 - 79 is a C

60 - 69 is a D

Under 60 is Failing

Your grade will be determined by the following:

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3 Short papers @50 points each:	150 pts.
Five Journal entries@ 10 pts. each	50 pts.
Final Exam:	100 pts.
Attendance:	100 pts. POSSIBLE
TOTAL:	400 pts.

Himdag Cultural Component

For the Narrative essay, students will write about one instance when they witnessed TSo:son (“Our Core”) values (T-Wohocudadag—Our Beliefs, T-Apedag—Our Well-Being, T-Pi:k Elida—Our Deepest Respect, and I-We:mta—Working Together) operating in their lives. For Unit 1, they will read stories of magical realism (when the ordinary becomes extraordinary) and adopt that style into the Narrative essay.

Policies and Expectations

Attendance Policy

You are expected to arrive to class on time and be prepared to participate in each class period. Four unexcused absences may result in a letter grade of “F” or an instructor withdrawal “FW” (see 45th-Day Instructor Withdrawal policy). You may request to be excused from class for religious observances and practices, for illness, for school or work-related travel or for personal or family emergency. If you will be absent, please notify the instructor as soon as possible.

Incomplete Policy

Incomplete (I) grades are not awarded automatically. The student must request an "I" from the instructor who can choose to award an Incomplete only if all three of the following conditions are met:

1. The student must be in compliance with the attendance policy.
2. The student must have unavoidable circumstance that would prohibit the student from completing the course.
3. The student must have completed over 75% of the course requirements with at least a "C" grade.

Incompletes are not a substitute for incomplete work due to frequent absences or poor academic performance. Incomplete grades that are not made up by the end of the ninth week of the following semester will be automatically changed to an F if the agreed upon work, as stipulated on the written form signed by the instructor and the student when the I grade is awarded, is not completed.

45th-Day Instructor Withdrawal Policy "FW"

Students who have missed four (4) consecutive classes, has not submitted any assignments, nor taken any quizzes by the 45th - day census report, due on [insert date of 45th - day found in Academic Calendar on TOCC website] are assumed NOT to be participating in the class and may be withdrawn at the faculty member's discretion. After the 45th - day census, if a student needs to stop attending a course, they must withdraw from the course (see Student Withdrawal Policy).

Student Withdrawal Policy "W"

Students may withdraw from class at any time during the first two-third of the semester without instructor permission and without incurring any grade penalty. Please be sure to withdraw yourself by [withdrawal deadline date found in Academic Calendar on TOCC website] if you do not expect to complete the class, otherwise you may receive an "F" letter grade for the course. For more information on the student withdraw process email admissions@tocc.edu.

Special Withdrawals (Y) Grade

The "Y" grade is an administrative withdrawal given at the instructor's option when no other grade is deemed appropriate. Your instructor must file a form stating the specific rationale for awarding this grade. "Y" grades are discouraged since they often affect students negatively. Your instructor will not award a "Y" grade without a strong reason.

Equal Access Statement/Disability Accommodations

Tohono O'odham Community College seeks to provide reasonable accommodations for qualified individuals with disabilities. The College will comply with all applicable regulations, and guidelines with respect to providing reasonable accommodations as required to ensure an equal educational opportunity. This process includes self-identifying as a student with a disability, providing supporting documentation of their disability, and being approved for

services through the Disability Resources Office (DRO). It is the student's responsibility to make known to their instructor(s) the student's specific needs within the context of each class in order to receive appropriate accommodations. We will work together in order to develop an accommodation plan specifically designed to meet the individual student's requirements.

For more information or to request academic accommodations, please contact: Anthony Osborn, TOCC Disabilities Resource Coordinator, aosborn@tocc.edu, or 520-383-0033 for additional information and assistance.

Title IX

Tohono O'odham Community College encourages each student to have the knowledge and skills to be an active bystander who intervenes when anyone is observed or being harassed or endangered by sexual violence. Sexual discrimination and sexual violence can undermine students' academic success and quality of life on campus and beyond. We encourage students who have experienced or witnessed any form of sexual misconduct to talk about their experience and seek the support they need.

Confidential support and academic advocacy can be found with: Student Services Title IX Coordinator/Counselor, Alberta Espinoza, M.Ed. located in I-We:mta Ki: Room 18. Phone 520-383-0033 email: aespinoza@tocc.edu

Conduct: Bias, Bullying, Discrimination and Harassment

Tohono O'odham Community College faculty and staff are dedicated to creating a safe and supportive campus environment as a core value. Harassment based on age, class, color, culture, disability and ability, ethnicity, gender, gender identity and expression, immigration status, marital status, political ideology, race, religion/spirituality, sex, sexual orientation, and tribal sovereign status will not be tolerated.

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