ENGLISH 21 COURSE SYLLABUS
Spring 2013

Instructor: Ms Dianne Ida
Office Info: Location: 'Iliahi 215
Hours: MTWR 7:15-7:45, MW 9:15-10:15, TR 1:30-2:30
[or by appointment]
Phone: 734-9597 – Leave a message if I’m not in.
E-mail: dida@hawaii.edu
[I will respond within 48 hrs, excluding weekends and holidays]

TEXTBOOKS:
Glazier, Teresa, Carol Friend, and Laura Knight. The Least You Should Know about
ENG 21 Course Packet

SUPPLIES:
3-ring binder
8 ½ x 10-inch lined paper for class and homework
Letter-sized manila folder
4 x 6 or 3 x 5-inch index cards
Black or blue pen and dark pencil
Highlighter

Please note - Kahikoluamea policy: Failure to attend this class during the first week of the semester
without informing your instructor may result in your being disenrolled

GOAL OF ENG 21
ENG 21 can help you to improve your READING, VOCABULARY, and STUDY SKILLS, so that you
will be better able to handle your college reading assignments and increase your chances of success in
academic work.

AA DEGREE GENERAL EDUCATION ACADEMIC SKILL STANDARDS
ENG 21 addresses the following General Education Academic Skill Standards: Critical Thinking,
Information Retrieval and Technology, Oral Communication, Written Communication, and
Understanding Self and Community.

ENG 21 COURSE LEARNING OUTCOMES
Upon satisfactory completion of this course, you should be able to:

Reading Skills
-Identify main ideas and supporting details in paragraphs and entire selections
-Recognize structure and organization of paragraphs
-Make valid inferences based on suggestions or evidence presented
-Think more critically about what is read
-Draw accurate conclusions and predict outcomes by logically putting together facts and
details.
-Differentiate between fact and opinion
-Identify the author’s purpose
Vocabulary Skills
- Demonstrate knowledge of college level vocabulary
- Demonstrate knowledge of structural and contextual clues in determining the meaning of unfamiliar words

Study Skills
- Apply the SQ3R method of textbook study to readings from various content areas
- Demonstrate student success skills

**TEACHING METHODS THAT WILL HELP YOU LEARN**
- Assessment to identify your starting reading level
- Individualized work in lab materials based on your reading ability
- Class lectures on reading, study, and vocabulary skills
- In and out-of-class reading and writing assignments
- Conferences
- Continual evaluation of progress through frequent testing

**PREREQUISITE**
To take ENG 21, you should have passed PCC 20, have a score equivalent to ninth grade reading level, qualify for ENG 21 on the KCC placement test, or have an instructor’s recommendation.

**COURSE REQUIREMENTS**
1. You must earn at least a “C” in order to take ENG 22. The following must be achieved to earn a “C.”

- Grade equivalence of 12.0 as measured by post-tests
- Ability to read materials of twelfth grade equivalence with a minimum score of 70%
- Acquisition of assigned vocabulary words, scoring at least 70% on the vocabulary tests
- Completion of study skills lessons
- Reading of 700+ pages in a novel and biography and completion of reading logs and tally sheet
- Reading, annotating, paraphrasing and summarizing reading materials of twelfth grade equivalence.
- Completion of a minimum of five timed readings at each of the following levels: 10.0, 11.0, 12.0 grade equivalence with a minimum score of 70 (lab work)
- Completion of Connect assignments (online lab)
- Completion of all class and out-of-class assignments with a minimum score of 70.

2. **ASSIGNMENTS:** Doing the assignments will give you the essential practice needed to improve your skills. Class and homework assignments are worth points, and you are responsible for getting all assignments when absent, including the material covered in class. Work missed due to absence must be made up upon your return to class. Points will be deducted from your home/class work average for any late and incomplete work. Please note that some quizzes and in-class activities, which are worth points, cannot be made up.

Be sure to get the phone number and/or e-mail of at least two conscientious classmates.

Name: _____________________ Phone: ___________________ E-mail: ___________________
Name: _____________________ Phone: ___________________ E-mail: ___________________
3. ATTENDANCE:
   To succeed in this course, you must attend every class, be on time, stay for the whole class session, and actively participate. Please do not schedule any appointments during class time. If you go to work after class, be sure to allot enough travel time without depriving yourself of class time.
   
   Extra credit: You can earn extra credit points for attendance.
   
   0 absences = 50
   1 absence  = 40
   2 absences = 30
   3 absences = 20
   4 absences = 10
   3 tardies = 1 absence (Tardiness is distracting to the other students and your instructor.)

   Keep track of your own attendance using the chart in your class folders.
   
   ABSENCE: Call or e-mail me if you will be absent. When you are absent, I will inform you about assignments via e-mail. Please respond to the message.

4. E-MAIL: The college and your instructors will be using e-mail to communicate with you, so be sure to check your e-mail at least twice a week.

5. LAB WORK: To improve your reading skill, practice is essential. You must do the online reading lab. Not completing the lab work may jeopardize your passing the class.

6. TESTS: Most test and due dates are listed on the course calendar, but these are subject to change. Changes will be announced in class. You are responsible for writing down any new dates. Use your planner! Missed tests must be taken within a week of your return to class.

   **GRADES**
   
   Your final grade will be based on the following:
   
   Exams, quizzes ..............50%
   Home, class work ............30%
   Lab ................................ 20%
   90-100% = A  80-89% = B  70-79% = C  60-69% = D  59% or lower = F

   **COLLEGE CLASSROOM ETIQUETTE**
   
   Please show courtesy and respect for each other by doing the following:
   
   1. Turn off phone when you are in class. Do not text message during class.
   2. Use the restroom before class. People who exit and enter the classroom during class time are distracting to others.
   3. Save conversations which are not about class work for outside of class. Having people talking/whispering at inappropriate times can be disruptive and annoying to others who are trying to listen to the instructor or to the class discussion or trying to concentrate on their work.
   4. During group work, limit your conversations to the assignment topic.

   **TUTORING AND LEARNING SUPPORT**
   
   The Kahikoluamea Center provides writing tutors Mondays - Fridays. They also provide learning support, including word processing, Internet access, math tutoring, and a comfortable place to study. Other valuable campus resources include the Lama Library and The Secrets of Success (SOS) ([http://library.kcc.hawaii.edu/SOS/](http://library.kcc.hawaii.edu/SOS/)) Workshops.
Online tutoring is also available at manoa.hawaii.edu/ola/

KAHIKOLUAMEA COUNSELING SUPPORT

To support your success in college, counselors are available to answer your questions and to help you make the most of the resources KCC has to offer, plan for the future, and discover the best ways for you to meet your goals. During the semester, personal situations may develop that interfere with your academic goals. Kahikoluamea counselors are available to help you resolve these issues so that you can get back on track with your studies. You may continue to see your current academic counselor or a Kahikoluamea counselor listed below. Please feel free to phone, drop by, e-mail, or schedule an appointment in advance.

Ana Bravo  
abravo@hawaii.edu  
'Iliahi 231

Regina Ewing  
rewing@hawaii.edu  
734-9506  
'Iliahi 231

Kristie Souza-Malterm  
kristies@hawaii.edu  
734-9341  
'Iliahi 231

Joseph Yoshida  
josephdy@hawaii.edu  
734-9700  
Manele 103

In addition, I may contact you by email or in person if I notice that your progress in the course has slowed down, and I might refer you to a counselor or suggest your participation in other activities to support your learning.

OTHER COUNSELING SUPPORT

∗ DISABILITY SUPPORT SERVICES OFFICE (DSSO)  
‘Iliahi 113, Phone: 734-9552 (V/TTY), kapdss@hawaii.edu

If you have a documented disability and have not disclosed the nature of your disability and the support you need, contact the Disability Support Services Office.

∗ MENTAL HEALTH WELLNESS - Basil Steele  
Ilima 103D  Phone: 734-9585  
basils@hawaii.edu

∗ SINGLE PARENTS AND DISPLACED HOMEMAKERS (SPDH)  
‘Iliahi 201  Phone: 734-9504

STUDENT CONDUCT CODE (See General Catalog for complete description)

KCC has a Code of Student Conduct, with which students should become familiar. The Code describes specific campus policies related to drug and alcohol use, smoking, weapons, sexual harassment, sexual assault, academic honesty, nondiscrimination, and family privacy.

Speech or action that is disrespectful, offensive, threatening, interferes with the learning activities of other students, impedes the delivery of college services, and/or has a negative impact in any learning environment is subject to warning, probation, suspension, and dismissal. Academic dishonesty, cheating, and plagiarism are violations of the Student Conduct Code.

NONDISCRIMINATION AND AFFIRMATIVE ACTION

KCC is an equal opportunity/affirmative action institution and is committed to a policy of nondiscrimination on the basis of race, sex, age, color, national origin, ancestry, disability, marital status, arrest and court record, sexual orientation, and veteran status. This policy covers admission and access to, and participation, treatment and employment in the College’s programs, activities, and services. Sexual harassment is prohibited under this policy.

KCC strives to promote realization of equal opportunity through a positive, continuing program in compliance with the affirmative action in employment mandates of federal E.O. 11246. For information regarding equal opportunity policies, affirmative action plan, or KCC complaint procedures contact the Dean of Students.