

Puente

ENGLISH
90-0990

Fall



2008

LMC Students at Leadership Symposium,
UC Berkeley



course description

Welcome to Puente at LMC

English 90 is the first section of a set of paired English courses which make up LMC's Puente Program, an intensive hands-on reading and writing program open to underrepresented students who assess into English 90. The goal of Puente is to assist students to transfer to four-year colleges and universities.

The content of the course focuses on Mexican American/Latino authors and issues. The readings and

writing activities introduce students to issues affecting their community and teach them to become effective leaders who will advocate change.

Students enrolling in Puente and who earn a minimum of a C average in the Fall semester will advance into the English 100 course in the Spring. Puente requires students to commit to outside activities such as field trips, cultural events, and conferences so that they become aware of their transfer options and feel more connected to their community. To supplement new skills, all students

are required to regularly attend the AVID study skills course, which is geared to prepare them for more rigorous academic and intellectual work.

Finally, all students are required to consistently meet with the Puente counselor in part to create an education plan but also to discuss any personal or academic issues that may prevent students from performing at their utmost.

One year with Puente could be the best year of your life.

books and materials:

- * Bachman, Susan and Melinda Barth. *Between Worlds: A Reader, Rhetoric, and Handbook*. 5th ed. Pearson Longman: New York, 2007.
- * Rivera, Tomás. *And the Earth Did Not Devour Him*. Arte Público: Houston, 1995.
- * One 3-ring binder for hard copy storage
- * USB drive for soft copy storage
- * Updated Microsoft word program
- * Personal calendar or organizer for assignment due dates

course information

Instructor: Maria Tuttle
Office hours MWF 12-2
Office phone: ext. 3381
Office location: Room CC2-284
Contact: mtuttle@losmedanos.edu

Meets in CC2-226 MWF 9-10:50

Successful Puente students



instructor policies

Attendance: You are expected to attend all classes and submit each assignment on the date due. **If you miss 2 weeks** (6 classes)—for any reason, including illness—you may be dropped from this course. Because most of the skill building must be done during class hours, attendance is **MANDATORY**. If you miss a class, it is your responsibility to immediately consult the course calendar, your instructor, and other students as to what you have missed. It is also your responsibility to ask for handouts, inquire about announcements, or makeup class assignments.

Tardiness: It is important that you arrive on time. If you are more than 10 minutes late to class, you will be counted as absent. If you do arrive late, make sure to sign in to the course.

Late Work: Late work is not tolerated at the college level; therefore, **I do not accept late papers**. Work is due on the days given on the course schedule at the beginning of class. If you are absent the day an assignment is due, the assignment may be turned in early via email or sent with a classmate. Not turning in an assignment will result in a zero. It is important to keep me informed. Email me as soon as possible regarding any problems that you are experiencing.

Failing Grade Notifications:

Throughout this course, I will periodically evaluate your class standing. If I find that you are consistently failing assignments, I will notify you of your class standing and recommend a course of action. Depending on your percentage, I will recommend that you 1) seek immediate help at the Reading and Writing Center, 2) schedule a conference with me to discuss the difficulties that you are experiencing, or 3) withdraw from this course.

Plagiarism and Cheating: Plagiarism and cheating is “representing someone else’s words, ideas, artistry, or data as one’s own, including copying another person’s work (including published and unpublished material, and material from the Internet) without appropriate referencing, presenting someone else’s opinions and theories as one’s own, or working jointly on a project, then submitting it as one’s own...” If a student is caught cheating or plagiarizing on any assignment, that student will be in violation of the Contra Costa Community College District’s Student Code of Conduct.

Students shall conduct themselves consistent with the Student Code of Conduct while on campus or participating off campus at a college sponsored event, including but not limited to international study programs. Students shall be suspended or expelled only for good cause (source LMC Student Handbook).

class rules for a first class experience

Puente students are self disciplined and self confident. They follow a few basic rules so that everyone wins

1. Communicate

Communication with your instructors and your counselor will help you feel supported by the program. You can count on us to help you work it out. No problem is too big or too small.

2. Collaborate

Collaboration is a big part of the Puente experience. The word Puente translates to bridge and it is your job as a Puente student to build many bridges during your year in this program.

3. Respect

Working with others can be a challenge because you will find that no two individuals will agree on every point. For this reason, respect is very important so that everyone feels free to share their opinions no matter how different.

4. Stay Positive

The difference between a good student and a great student is simple: attitude. A great student exudes positive energy and is open minded, willing to try anything and everything to succeed. Staying positive will get you through even the most difficult times.

5. Take pride in your work

Puente students are proud of who they are. This pride is reflected in the high standards that they maintain for written work and classroom discussions. Take pride in your work and do your best at all times.

essays

You will write a total of 3 major essays plus one in-class essay administered on the last day of instruction. These essays should involve the multiple stages of the writing process and demonstrate a variety of strategies. The major essays will range between 800 to 1500 words in length. The following are the types of essays that you will explore: *Summary and Analysis, Synthesis, and Argument*

quizzes

At the end of each unit you will be quizzed on the larger issues covered in the texts assigned for that unit. I find that a mixture of questions—true/false, fill-in-the-blank, and short-answer—is most effective in discovering what you have grasped from the text and class discussions. For this reason, it is important to participate, to take notes, and to review all class handouts as it will make passing the quizzes that much easier. Check your calendar each week to verify when quizzes are scheduled. The quizzes are either **pass** or **fail**.

exam

You will be given one in-class timed exam (800 words) for this course; I find that a final exam is helpful in determining your competency for the next course in the English sequence. The final exam will be administered on **the final class meeting**.

readings

You will read at least one, but no more than two book-length works during this semester, with a formal essay assignment linked to this book. Additional writing assignments will be linked to the articles and essays assigned in this course. For this reason, you will develop reading strategies that will enable you to read actively. Failure to adequately prepare the readings prior to online activities or in-class activities will lead to failing writing assignments. Finally, your reading preparation will be evaluated as part of your process work for your writing assignments.

blackboard discussions

Class discussions will be generated in the online section of this course. This is an important part of the course, allowing us the opportunity to function online as a group of individuals working toward a common goal by sharing our thoughts about the readings and related issues presented in the course. These online responses and discussions will ensure that each of you has a chance to become actively involved in the class.

Each week, I will assign one to two discussion topics. You are expected to post one response per topic. In addition, you will respond to at least one classmate's post. The topics relate to the readings, assignments, and concepts for the week, and will be posted at the very beginning of the week.

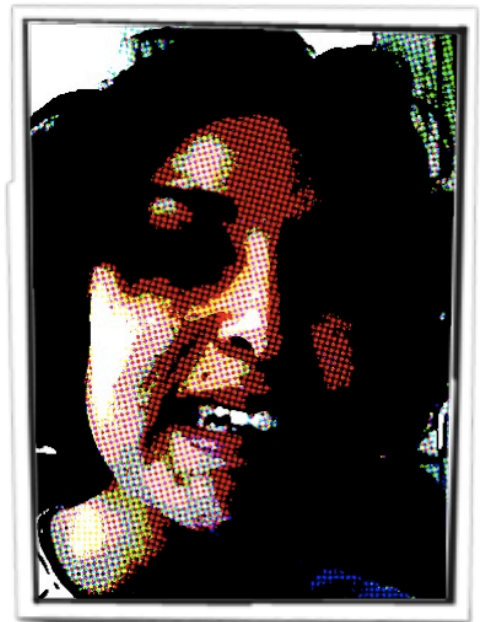
Your postings must be a minimum of **150 words** in length and must add value to the discussions. Please read and respond to the posted prompt; however, you are not restricted to just answering the questions that I post. Don't confine yourselves to just responding to what I have to say. Talk to each other and address each other by name. Finally, and most importantly, respect what everyone has to say.

Your responses must be well thought out, well developed, and well written, and must add value to the discussion.

You won't receive credit for simple responses like "I agree" or "I disagree." Full credit will be awarded to students who 1) reach the word count requirement and adequately and thoughtfully address the prompt. And 2) respond to a classmate's post.

login Instructions

- * Go to <http://online.medanos.edu> and locate your course by title and number. Follow the steps to access your course. Click on the Login button. This will take you to the login page.
- * Your username is composed of your first initial, full last name, and the last three digits of your Student ID # (a seven digit number near the top of your class registration receipt). This is the same as your Web Advisor username.
- * Your birth date is your initial Blackboard Password. Type in your Password: 070476 (example - if you had been born on July 4, 1976, note there are no "/" or "-").
- * Click on the Login button. You're now in your personal Blackboard area. On the right side of the page is a box with the title My Courses at the top. Inside that box is a list of links to all Blackboard classrooms that are currently available.
- * Click on the classroom you wish to enter. You're now on the Announcements page in that classroom. Follow your instructor's directions.



GOOGLE CALENDAR

Follow the login instructions and locate your course by title and number. You will find an electronic calendar in the menu bar with readings and assignments for the week. This calendar is updated weekly.

Note: Your instructor will provide you with a complete orientation of the electronic course within the next few weeks.

point values for assignments	3 major essays	75 points (25 points each)
	Blackboard Discussions	75 points (5 points each)
	Exam	25 points
	Quizzes	25 points (5 points each)
	Participation/Activities	10 points
		Total
		210 points

grades

I grade using the points system (shown above). To determine your class standing, count the number of points that you have earned on all of your assignments. Multiply this number by 100. Divide this number by the total points possible.



Note: Points are imputed weekly into an electronic grade book. Login to your blackboard course to view your accumulated points.

revision

What if I receive a D or below on my essay? If you receive a D or below grade on a writing assignment, you will have one week after the date your essay is returned to revise your essay. You will need to follow these steps: 1) Review your instructor's comments and clarify any instructions that are unclear to you. 2) Consult the essay guidelines and ask your instructor for further clarification on the assignment. 3). Return the original essay, the evaluation worksheet, and the revised version. I will not accept late revisions.

Note: Revision is not offered for the exam or the final essay of this semester.

final essay and writing process

In general, I look for excellence in five areas of a **final essay**: thesis, development, support, organization, and mechanics. Because this course is geared to strengthen your writing skills, developing a personal writing process will be critical to your writing success.

The **writing process** involves the multiple stages that you go through to achieve a final essay. These stages include brainstorming, outlining, drafting, editing, proofreading, and revising. Essays are evaluated on quality of the final draft and the number and quality of the stages completed in order to achieve the final product.

an excellent (A) essay

- Has a clear focus
- Shows originality in thought and approach
- Demonstrates comprehensive understanding of subject matter
- Supports ideas fully with reasons, examples and details
- Integrates source material clearly and smoothly with correct MLA format
- Establishes and maintains effective organization
- Reveals an appropriate consideration of audience
- Demonstrates mastery of sentence mechanics

important dates

Aug. 18	Semester begins
Aug. 29	Last day to add
Sept. 1	Labor Day
Sept. 12	Last day to drop without a W
Sept. 26	Native American Day
Nov. 10	Veteran's Day
Nov. 14	Last day to drop
Nov. 27-28	Thanksgiving
Dec. 15	Final exams
Dec. 21	Last day of instruction

tutoring

Reading and Writing Center: The purpose of the Reading and Writing Center is to support you, LMC students, with reading and writing needs in all classes. Call the number below to schedule an appointment or stop by the center on the second floor.

Hours: Monday - Thursday 8:00 am to 7:00 p.m. (Computer lab closes at 8:45 p.m.). Friday 8:00 am to 3:00 p.m.

Phone: (925) 439-2181 ext. 3176