

READING 054 CLASS SYLLABUS

Reading 054 -- Critical College Reading and Thinking

Section 50874 MTWTh 10:00 am to 12:05 pm, Gillmor Center 326

Summer 2017

Instructor: Aaron Malchow

CONTACT INFORMATION

Best way to contact me are to visit my office or e-mail me.

Office Location: Main Building, Room C1-125

My Office Hours: Monday to Thursday -- 12:30 pm to 1:30 pm

Class e-mail: missionreading@gmail.com

My campus phone, office mailbox and campus e-mail are less reliable.

Don't use them unless it's absolutely necessary.

Phone: 408-855-5370

Office Mailbox: Gillmor Center, Room 114

E-mail: aaron.malchow@wvm.edu

ABOUT THIS SYLLABUS

I may make changes to the syllabus during the semester, if necessary. If this occurs, you will be notified.

COURSE DESCRIPTION

"This course enables students to examine, develop and apply the concepts of critical reading, critical thinking, analysis, and logical reasoning in multi-discipline and multi-cultural academic sources. Emphasis is on critical reading, logical reasoning/thinking, reflective judgment, and problem-solving skills that lead to the ability to interpret, analyze, and critically evaluate college text, and advocate ideas. This course may also be offered via distance learning. Grade Only." (**Mission College 2015-2017 Course Catalog**, p. 196)

COURSE PREREQUISITES

"Prerequisite: READ 961 or qualifying score on placement test." (**Mission College 2015-2017 Course Catalog**, p. 196)

COURSE OUTCOMES

Upon completing Reading 054, students will be able to demonstrate the following learning outcomes:

- 1 Apply strategies to monitor and improve reading fluency.
- 2 Chose and apply active reading strategies to analyze and evaluate texts.
- 3 Develop motivation, responsibility, persistence, and critical thinking in one's own learning process.

REQUIRED MATERIALS

- Reliable Internet access, in order to retrieve copies of class assigned readings.
- E-mail account, in case I need to contact you. Please have it listed on your My West Valley-Mission Portal profile.
- A dictionary, like the **Longman Dictionary of American English**.

READING ASSIGNMENTS

Please set aside time to read for this class. Each week you could be reading 10-50 pages, requiring at least 2 to 4 hours for reading outside of class.

ONLINE DATABASES FOR ASSIGNED ARTICLES

Most assigned articles for this class will be found in the Mission College Library's Academic Search Premier database on the Mission College Library Research Databases Web page. Please read the **Database Directions** on my Web Site to help you use the Academic Search Premiere database. If you have difficulty accessing and printing out any articles, you should let me know at the next class, so I can try to help you.

WRITING ASSIGNMENTS

Written assignments should meet the standard expectations for college-level work:

- They must be typed, double-spaced, using a 12 pt. font, either in Times New Roman, MS Serif, or Helvetica; you may also use 14 pt. Baskerville.
- They must be proofread, as reoccurring errors can adversely affect your grade.
- They must be submitted in class, at the start of the session, on the due date.

IN-CLASS ASSIGNMENTS

In-class assignments are as important as the out-of-class assignments. You are expected to turn in all in-class assignments on time when asked.

GRADING

Your final grade is based on your completion of all graded assignments and will be calculated as follows:

Essay Assignments & Presentations	90%
<u>Final Exam</u>	<u>10%</u>
Course Grade	100%

Grades on all class activities, as well as the final course grade calculation, are based upon the following scale:

A (Excellent) 100-90%	B (Above Average) 89-80%	C (Average) 79-70%	D (Below Average) 69-60%	F (Failure) 59% and below
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Any assignment not submitted will receive an "F", marked in my grade book records as a "0". Any plagiarized assignment will receive an "F", marked in my grade book records as a "0".

POLICY ON PLAGIARISM AND CHEATING

Plagiarism is when an individual takes credit in writing another person's words or ideas -- either by 1.) copying someone else's ideas without properly quoting, or 2.) having someone else do an assignment. Plagiarism on an assignment will result in receiving an "0" on your assignment.

The Mission College "Academic Honesty" guidelines and subsequent disciplinary sanctions will be followed in this class, as they are listed on page 22 of the **Mission College 2015-2017 Catalog**.

CLASSROOM CONDUCT AND ATTENDANCE

Please treat each person in the class with respect and compassion. Also, please follow the Mission College "Student Responsibilities (General)" and "Student Rights and Responsibilities" (see the **Mission College 2015-2017 Catalog**, pages 29-30).

Attendance is essential to learn and to pass this class. It is each student's responsibility to find out what they missed before returning to class.

Mission College has a specific policy on attendance:

"Students are expected to attend all sessions of each class and participate in class activities and requirements for the course. Instructors may drop students from class if they fail to attend the first class meeting or when the instructor determines that the student is no longer reasonably participating in the activities and requirements of the course. Definition of non-participation shall include but not be limited to excessive absences defined by when accumulated hours of absence exceed ten percent of the total number of hours the class meets during the semester." (**Mission College 2015-2017 Catalog**, p. 23)

However, if you decide to drop the class, then you are responsible for withdrawing yourself from the class. Do not assume I will do it for you.

FINAL EXAM

The final exam for this Reading 054 class is on Thursday, July 20, 2016 from 10:00 am to 12:05 pm in Gillmor Center, room 326

You need to attend the Final Exam for your class section. Please note that the final exam meeting time is for 2 hours. You are expected to be in class for that entire time.

UNLAWFUL DISCRIMINATION/SEXUAL HARASSMENT

According to Mission College guidelines, you should follow the following procedure, if you are concerned about unlawful discrimination or sexual harassment:

"If you have a complaint or someone has shared information with you as a student or employee that is unlawful discrimination or sexual harassment, contact the Director of Human Resources at West Valley-Mission Community College District, Human Resources Department, (408) 741-2060. If the Director of Human Resources is not available, contact the President of the college in which you attend or are employed."

For Mission College, contact the office of the president at (408) 855-5123.

EMERGENCY PROCEDURES

According to Mission College guidelines, you have certain responsibilities when emergency procedures are initiated:

"It is the student's responsibility to know the evacuation procedures, evacuation route, and assembly area for this classroom. In case of an emergency, you are to follow the directions of your instructor. When directed to evacuate the classroom, be sure to take all of your belongings when you leave and remain with your class in the assembly area until you receive further directions."

Additionally the Mission College Facilities and Safety Committee offers the following advice:

"Mission College is serious about safety and we urge you to increase your awareness of some basic emergency preparedness procedures while on campus. Here are some key things you should know.

"Locate (in every classroom):

- "Classroom emergency phone
- "All evacuation exits from your classroom and the fastest way out of the building without using ANY elevators - Also know an alternate route in case your first choice is blocked.
- "Designated assembly area for your building (map on classroom wall)
- "'Emergency Procedures for Campus Safety' chart (on classroom wall)
- "Nearest fire extinguisher and first aid kit

"WVM-Alert - Emergency Notification

"Free WVM-Alert will text, email and call you to alert you to campus emergency situations. Sign in to www.wvm.edu/emergency and give us your contact information ASAP! If you don't sign up, you won't be notified!"

MISSION COLLEGE DISABILITY STATEMENT

According to Mission College guidelines, there is a process in place for assisting students with disabilities:

"Mission College makes reasonable accommodations for persons with documented disabilities. Students should notify DISC (Disability Instructional Support Center) located in S2-201 (408-855-5085 or 408-727-9243 TTY) of any special needs."

COUNSELING

Should you feel the need to, you can see a campus counselor for academic counseling, career counseling, and personal counseling. The Counseling Center is located in E1-301, and its phone number is (408) 855-5030.