# COURSE SYLLABUS

**CAMOSUN COLLEGE**

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| COURSE TITLE: | ENGL 092 – Provincial English | *Camosun College respectfully acknowledges that our campuses are situated on the territories of the Lək̓ʷəŋən (Songhees and Kosapsum) and WSÁNEĆ peoples. We honour their knowledge and welcome to all students who seek education here.* |
| CLASS SECTION: | S14 – Bridges for Women Society-Victoria | |
| TERM: | 2024F | |
| COURSE CREDITS: | 3 | |
| DELIVERY METHOD(S): | Blended | |

## INSTRUCTOR DETAILS

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|---|---|
| NAME: | Karen Lightbody |
| EMAIL: | lightbodyk@camosun.ca |
| OFFICE: | Ewing 203, Lansdowne Campus |
| HOURS: | By appointment |

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

## CALENDAR DESCRIPTION

Students in this course will be provided practice and instruction in critical reading and be able to demonstrate creative and critical thinking. Students will practice and receive instruction in the planning, writing, and revising of paragraphs and essays, to prepare them for college writing. Students will also learn to gather, evaluate, synthesize, and organize information into a research paper as well as deliver a research-based oral presentation.  This course prepares students for post-secondary academic English courses.

Note: ENGL 092 combined with ENGL 094 or ENGL 095 is equivalent to Provincial English 12.

PREREQUISITE(S):                One of: C in English 11, C in ENGL 070

## COURSE LEARNING OUTCOMES / OBJECTIVES

Upon successful completion of this course, a student will be able to:

A.   Critical and Creative Thinking
 - evaluate argument for validity, reliability, currency, and objectivity
 - recognize elements of clear communication
 - demonstrate organizational thought processes to solve problems
 - demonstrate an awareness of how communication formats influence language choices and usage
 - record, organize and store information read, heard or viewed
 - support a position by citing specific details from what has been read, heard or viewed
 - explore diverse perspectives to develop or modify one's point of view
 - assess one's knowledge and use of language
 - assess information for completeness, accuracy, currency, relevance, balance or perspectives and bias
 - analyze different presentations of the same information to reconsider positions
 - assess ways in which language reflects and influences values and behaviour

B. Reading and Reference
- evaluate the effectiveness of one's own and others' written material using criteria that include the following: plain language; coherence and organization; consistency in the application of usage conventions; relevance to argument of supporting evidence and examples; appropriateness to intended purpose and audience; attention to detail
- summarize, make inferences, draw conclusions and critically evaluate
- paraphrase main ideas in written material
- distinguish between implicit and explicit messages
- apply prior knowledge and experience to assist in understanding new material
- use a variety of strategies and sources to gather and evaluate information, including print sources, library resources and the Internet
- interpret details and conclusions from information presented in a variety of print and graphic formats, including electronic formats

C. Written Communication
- plan and write a variety of types of paragraphs and essays
- edit own work fully for coherence and accuracy
- monitor spelling, grammar, mechanics and syntax using appropriate techniques and resources as required, including electronic technology
- write effectively, adjusting for audience, purpose and situation to inform, persuade, and interact in formal and informal situations
- organize information and ideas to clarify thinking and achieve the desired effect
- understand and avoid plagiarism
- produce writing on demand (e.g. essays, exams)
- gather, evaluate, synthesize, and organize information into a research paper of approximately 1500 words using an appropriate documentation style (e.g. APA, MLA or Chicago)

D. Speaking and Listening Skills
- interact effectively in formal or informal situations
- adjust the speaking style to suit audience, purpose and situation
- give and respond to feedback during oral presentations
- use effective presentation aids to enhance communications
- deliver a research-based oral presentation to inform or persuade and respond effectively to feedback
- demonstrate a critical understanding of arguments

This course meets the required learning outcomes for Provincial English as outlined in the BC ABE Articulation Handbook.

## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

1. The Canadian Writer's World: Paragraphs and Essays (3rd Ed.) by Gaetz, Phadke, Sandberg, and Sauer

## COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

This class is expected to be a combination of online, blended and in-person instruction. In-person drop-in class: Wednesday or Thursday 12:30-3:30pm; or by video chat/phone appointment arranged with the instructor. Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the CAL exams page. http://camosun.ca/services/accessible-learning/exams.html

## EVALUATION OF LEARNING

Students will be assigned a variety of work to help them achieve the learning outcomes for the course. Grades will be assigned according to this chart.

| DESCRIPTION | WEIGHTING |
|---|---|
| Paragraph (illustration or argument) | 5% |
| Reading assignments (3) | 5% |
| Grammar quiz | 10% |
| Summary assignments (2) | 15% |
| Essay (compare/contrast, cause/effect or argument) | 20% |
| Research Essay (15%), proposal (2.5%), works cited (2.5%), and oral presentation (5%) | 25% |
| In-class final essay | 20% |
| If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the Grade Review and Appeals policy for more information. http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf | 100% |

## COURSE GUIDELINES & EXPECTATIONS

This is a self-paced course. Students have the flexibility to follow an individually-adaptable timeline to complete the learning outcomes and assignments. The course is a combination of 3 online, blended and/or in-person hours per week with an expectation of studying another 2 hours per week. Students have a responsibility to work hard, attend class and/or meetings, and ask for support when needed.

## SCHOOL AND DEPARTMENTAL INFORMATION

Community Learning Partnerships (CLP), a department of the School of Access, brings education to community-based sites to make it easier for students to begin or return to learning in a less intimidating place than on the college campus. Students can build or refresh their skills to meet admission requirements and be successful in other college programs. Students learn in a comfortable environment with other adults who share similar backgrounds and get help from friendly and compassionate Camosun instructors and staff. Community Learning Partnerships department: http://camosun.ca/learn/school/access/community-partnerships/index.html.

## STUDENT RESPONSIBILITY

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

## SUPPORTS AND SERVICES FOR STUDENTS

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit camosun.ca/services.

| Support Service | Website |
|---|---|
| Academic Advising | camosun.ca/services/academic-supports/academic-advising |
| Accessible Learning | camosun.ca/services/academic-supports/accessible-learning |

| Support Service | Website |
|---|---|
| Counselling | camosun.ca/services/health-and-wellness/counselling-centre |
| Career Services | camosun.ca/services/co-operative-education-and-career-services |
| Financial Aid and Awards | camosun.ca/registration-records/financial-aid-awards |
| Help Centres (Math/English/Science) | camosun.ca/services/academic-supports/help-centres |
| Indigenous Student Support | camosun.ca/programs-courses/iecc/indigenous-student-services |
| International Student Support | camosun.ca/international |
| Learning Skills | camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills |
| Library | camosun.ca/services/library |
| Office of Student Support | camosun.ca/services/office-student-support |
| Ombudsperson | camosun.ca/services/ombudsperson |
| Registration | camosun.ca/registration-records/registration |
| Technology Support | camosun.ca/services/its |
| Writing Centre | camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills |

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

Academic Integrity
Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: https://camosun.libguides.com/academicintegrity/welcome
Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

Academic Accommodations for Students with Disabilities
The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc). If you have a disability, the Centre for Accessible Learning (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started: http://camosun.ca/services/accessible-learning/

## Academic Progress

Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.1.pdf for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

## Course Withdrawals Policy

Please visit http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.2.pdf for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit http://camosun.ca/learn/fees/#deadlines.

## Grading Policy

Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf for further details about grading.

## Grade Review and Appeals

Please visit http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.14.pdf for policy relating to requests for review and appeal of grades.

## Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal (see Medical/Compassionate Withdrawals policy). Please visit https://camosun.ca/services/forms#medical to learn more about the process involved in a medical/compassionate withdrawal.

## Sexual Violence

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence Policy: https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf and camosun.ca/services/sexual-violence-support-and-education.

## Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.5.pdf to understand the College's expectations of academic integrity and student behavioural conduct.

## Looking for other policies?

The full suite of College policies and directives can be found here: https://camosun.ca/about/camosun-college-policies-and-directives


**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.