

# COURSE SYLLABUS



**COURSE TITLE:** Fundamental English 1

**CLASS SECTION:** English 021-S01

**TERM:** Winter 2023

**COURSE CREDITS:** N/A

**DELIVERY METHOD(S):** Lecture and Lab, self-paced

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.

Learn more about Camosun's [Territorial Acknowledgement](#).

For COVID-19 updates please visit <https://camosun.ca/about/covid-19-updates>.

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*Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable explanation in advance, you will be removed from the course and the space offered to the next waitlisted student.*

## INSTRUCTOR DETAILS

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**NAME:** Atulah Kennedy

**EMAIL:** [kennedy@camosun.bc.ca](mailto:kennedy@camosun.bc.ca)

**OFFICE:** CBA 149

Phone: 250-370-4953

**HOURS:** By appointment. Please feel free to request an appointment whenever it would be helpful to have a more extended conversation with me. (Appointments are available Tues & Thurs 11:30am-12:30pm or at other times as needed).

*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

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Students will learn sound and letter patterns; develop sight, functional, and personal reading vocabulary; read stories with common sight words; and develop simple sentence writing skills. Students will explore lifelong learning strategies such as goal setting, working independently and with help, and gain an understanding of Indigenous ways of knowing and world views. Students will practice learning skills for oral communication, critical thinking, social responsibilities, personal and cultural identity, and time and work management.

### PREREQUISITE(S):

*All of:*

- [Assessment](#)
- An information interview with instructor or chair

**CO-REQUISITE(S):** N/A

**EXCLUSION(S):** N/A

## COURSE LEARNING OUTCOMES / OBJECTIVES

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

### Reading

<b>Learning Outcome</b> <i>Students will be able to ...</i>	<b>Skills</b> <i>By achieving this broader outcome, students will demonstrate that they can also ...</i>
1. read a 1-page simple form with assistance	➤ read common symbols (e.g. &, #) ➤ read 50-75 common sight words ➤ read the alphabet, upper and lower case ➤ read 50-75 personal sight words
2. read 5 – 7 sentence, life experience stories independently	➤ articulate short and long vowel sounds, simple consonant blends (e.g. CVC, CVC + e, CVVC)

### Writing

<b>Learning Outcome</b> <i>Students will be able to ...</i>	<b>Skills</b> <i>In achieving this broader outcome, students will demonstrate that they can also . . .</i>
1. fill in one-page simple forms with assistance	➤ print the alphabet (upper-and lower-case letters) ➤ print or write own name, address and phone number ➤ use capital letters on proper nouns
2. write five sentences of three to four words, independently	➤ use capital letters for beginning a sentence ➤ print or write CVC (consonant-verb-consonant) words and 50-75 sight words (words that students memorize and know by sight rather than sounding them out) ➤ recognize and use end punctuation (i.e. period, question mark, exclamation mark)

## REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

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- *The Active Reader 1* (Published by Grass Roots Press)
- Notebook and pens

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

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The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

The class meets Tuesday and Thursday mornings from 8:30am-11:20am in CBA room 106 (at Interurban Campus).

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.

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). <http://camosun.ca/services/accessible-learning/exams.html>

## EVALUATION OF LEARNING

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### Competency Based

<b>Activity</b>	<b>Description</b>
Participation in in-class learning activities	Lectures, guest speakers, videos, reading, writings, discussion, etc.
Independent effort towards completion of workbook chapters and other assignments	Support will be available, though students are required to focus as well as they can and try to complete the assignments as independently as possible
Alphabet	Read letters, sounds, short vowel sounds, consonant blends
Reading Vocabulary	Read up to 150 words
Stories and Paragraphs	Read and describe the sequence and details of a simple story or paragraph. Give opinions on readings
Personal Stories	Dictate and then copy language experience stories
Alphabet	Write upper and lower case letters
Vocabulary	Write up to 75 words
Sentences	Develop sentence writing skills and sentence awareness with cloze exercises and writing sentence answers
Punctuation	Use periods and question marks in writing
Capitalization	Use capitals for beginning sentences and for names

## COURSE GUIDELINES & EXPECTATIONS

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Course Type: This course section is self-paced, meaning that students complete the course outcomes and assignments at a pace that best suits their lifestyle.

- Learners in this course section are working on various levels of English and will progress through assignments at their own pace. They have a responsibility to work hard, attend class and/or meetings, and ask for support when needed.
- After getting to know each student, the instructor will determine how to effectively support each student's learning. Please update the instructor weekly regarding how you are doing with course assignments.
- Learners are expected to attend additional appointments with the instructor and with the writing consultant (as needed) to further support their skill development.

## SCHOOL OR DEPARTMENTAL INFORMATION

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Instructors working with adult learners who are upgrading are highly qualified and committed to providing a friendly and caring learning experience in an adult learning environment. We understand diverse learning needs and are committed to student success. The department also provides Help Centres staffed with professional learning assistants and filled with resources to assist you.

## STUDENT RESPONSIBILITY

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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

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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 <http://camosun.ca/students/>.

Support Service	Website
Academic Advising	<a href="http://camosun.ca/advising">http://camosun.ca/advising</a>
Accessible Learning	<a href="http://camosun.ca/accessible-learning">http://camosun.ca/accessible-learning</a>
Counselling	<a href="http://camosun.ca/counselling">http://camosun.ca/counselling</a>
Career Services	<a href="http://camosun.ca/coop">http://camosun.ca/coop</a>
Financial Aid and Awards	<a href="http://camosun.ca/financialaid">http://camosun.ca/financialaid</a>
Help Centres (Math/English/Science)	<a href="http://camosun.ca/help-centres">http://camosun.ca/help-centres</a>
Indigenous Student Support	<a href="http://camosun.ca/indigenous">http://camosun.ca/indigenous</a>

Support Service	Website
International Student Support	<a href="http://camosun.ca/international/">http://camosun.ca/international/</a>
Learning Skills	<a href="http://camosun.ca/learningskills">http://camosun.ca/learningskills</a>
Library	<a href="http://camosun.ca/services/library/">http://camosun.ca/services/library/</a>
Office of Student Support	<a href="http://camosun.ca/oss">http://camosun.ca/oss</a>
Ombudsperson	<a href="http://camosun.ca/ombuds">http://camosun.ca/ombuds</a>
Registration	<a href="http://camosun.ca/registration">http://camosun.ca/registration</a>
Technology Support	<a href="http://camosun.ca/its">http://camosun.ca/its</a>
Writing Centre	<a href="http://camosun.ca/writing-centre">http://camosun.ca/writing-centre</a>

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 [https://www.camosun.ca/sites/default/files/2021-05/e-1.1\\_0.pdf](https://www.camosun.ca/sites/default/files/2021-05/e-1.1_0.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.

### Mandatory Attendance for First Class Meeting of Each Course

Camosun College requires mandatory attendance for the first class meeting of each course. If you do not attend, and do not provide your instructor with a reasonable reason in advance, you will be removed from the course and the space offered to the next waitlisted student. For more information, please see the “Attendance” section under “Registration Policies and Procedures” (<https://camosun.ca/registration-records/policies-and-procedures-students/registration-policies-students>) and the Grading Policy at <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.5.pdf>.

### 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. Please visit <http://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

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 or misconduct 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 and Misconduct Policy: <http://www.camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and [camosun.ca/sexual-violence](http://camosun.ca/sexual-violence). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-370-3841

### 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.