

COURSE SYLLABUS



COURSE TITLE: ELD 062

CLASS SECTION: 001

TERM: Fall 2021

COURSE CREDITS: 0

DELIVERY METHOD(S): Task-based; Numerical scores included for each skill

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 information please visit <https://legacy.camosun.ca/covid19/index.html>.

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

NAME: Pei Mei Chia

EMAIL: chiapm@camosun.bc.ca

OFFICE: CBA 138

HOURS: Monday – Friday 8:30 am – 10:20 am

Office hours 1 – 2 pm; students 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

ELD-062 Intermediate English Read/Write (0 Credits)

In this integrated skills course, non-native speakers are introduced to intermediate reading and writing skills using an expanded range of vocabulary in partly familiar, moderately demanding, occasionally supported contexts. Students can expect to progress from Canadian Language Benchmark 6 to 7. By the end of this course, students will be working at Canadian Language Benchmark 7. Students who complete this course and ELD 064 will be prepared for EAP courses and selected courses at the college level.

COURSE LEARNING OUTCOMES / OBJECTIVES

Reading

- Interpret a range of moderately complex texts in relevant, partly familiar situations with concrete, abstract and some specialized language and possible visual support in moderately demanding contexts.
 1. Understand a range of moderately complex social messages (such as announcements, cancellations of arrangements, or apologies).
 2. Understand moderately complex instructions and instructional texts where sequence is inferred.
 3. Locate and use information from moderately complex formatted texts (such as tables, schedules, or course calendars) or business or service texts.
 4. Understand the purpose, main ideas, key information, specific details, facts, opinions, and implied meanings in moderately complex concrete and abstract descriptive or narrative texts.
 5. Access, interpret, and compare several pieces of information from print or internet sources.

Writing

- Summarize key information from a variety of sources.
- Write moderately complex texts and paragraphs about familiar, concrete topics relevant to personal interests and experiences in moderately demanding contexts.
 1. Reduce a page of information to an outline or summary.
 2. Complete moderately complex forms with detailed personal information (such as job application forms or medical forms).
 3. Write business or service correspondence requesting information and/or complaining.
 4. Write a compare/contrast paragraph.
 5. Write a cause/effect paragraph.

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

- (a) Active Skills For Reading Book 4
- (b) Understanding and Using Grammar by Betty Azar (Optional)
- (c) Laptop or desktop computer, Microsoft Word, and a printer

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

Day	Time	Place
Monday	8:30 am – 10:20 pm	PORT A 102
Tuesday	8:30 am – 10:20 pm	PORT A 102
Wednesday	8:30 am – 10:20 pm	CBA 126
Thursday	8:30 am – 10:20 pm	PORT A 102
Friday	8:30 am – 10:20 pm	PORT A 102

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 noticed is required. Deadlines scan be reviewed on the [CAL exams page](http://camosun.ca/services/accessible-learning/exams.html). <http://camosun.ca/services/accessible-learning/exams.html>

Competency Based Grading System

This grading system is based on satisfactory acquisition of defined skills or successful completion of the course learning outcomes.

Grade	Description
COM	The student has met the goals, criteria, or competencies established for this course, practicum or field placement.
NC	The student has not met the goals, criteria, or competencies established for this course, practicum or field placement.

ACADEMIC PROGRESS Requirements

Progress

If a full-time student (20 hours + 5 hours of lab per week) does not progress in the first attempt of a level, s/he will talk with the instructor to find ways for the student to succeed. This may include counselling, getting help from the learning skills centre, a different program or institution.

If the full-time student does not progress in the second attempt at the same level, s/he will meet with the programme chair.

COURSE GUIDELINES & EXPECTATIONS

In this course there will be reading tasks and writing tasks including multiple-choice and short-answer tests, small-group discussions writing responses, paragraph writing and emails. Additionally, students must complete online homework assignments and tests.

To complete ELD 062 a student must get a mark of 75% (or S=satisfactory) on the learning outcomes in each skill area (reading and writing). At the end of the term, the student will receive a grade based on the Competency Grading System described in section 6.

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SCHOOL OR DEPARTMENTAL INFORMATION

Mission

The School of Access offers students educational opportunities. We support and strengthen students' abilities to enrich their lives and communities.

Vision

The students and communities we serve are at the centre of our work and they know it.

Shared Values

We value, celebrate, and honour:

- inclusive and accessible learning
- relationship, respect and dignity
- diversity and individual journeys
- integrity, quality and responsibility
- innovation, creativity, collaboration and relevance
- grace and compassion.

Goals

- Educate others across the college and in the community about what we do through students' stories
- Support students to achieve their goals by expanding our network of strategic contacts and building government and corporate partnerships
- Find ways to best transition students to campus from community agencies and partner sites
- Link vulnerable students to community services
- Protect established relationships and value serving our community, even when enrolments move slightly in either direction
- Create opportunities for community partners to come on campus to talk with students and acknowledge them as contributing to Camosun

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.

Students are responsible for

- attending classes regularly (see "Attendance" below)
- speaking English during class time
- participating in discussions and small group activities
- doing assigned homework and class work
- contributing to a positive learning environment
- turning off cell phones
- contacting IAs from the Help Centre for extra help

All students are strongly encouraged to use the Help Centre in CBA 160.

Attendance

Students are expected to attend class every day, participate in class discussions and group activities, complete assignments, and homework.

If you cannot come the day of a test because you are sick, you MUST phone or email the instructor before the class starts.

Makeup tests will only be considered with a valid excuse and with sufficient notification.

It is each student's responsibility to attend the first class meeting of each course. If a student does not attend the first class and does not contact the instructor, an ELDD instructional assistant or an international education advisor within two working days following the first class with a satisfactory explanation, admittance to the course may be denied.

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

Support Service	Website
Academic Advising	http://camosun.ca/advising
Accessible Learning	http://camosun.ca/accessible-learning
Counselling	http://camosun.ca/counselling
Career Services	http://camosun.ca/coop
Financial Aid and Awards	http://camosun.ca/financialaid
Help Centres (Math/English/Science)	http://camosun.ca/help-centres
Indigenous Student Support	http://camosun.ca/indigenous
International Student Support	http://camosun.ca/international/
Learning Skills	http://camosun.ca/learningskills
Library	http://camosun.ca/services/library/
Office of Student Support	http://camosun.ca/oss
Ombudsperson	http://camosun.ca/ombuds
Registration	http://camosun.ca/registration
Technology Support	http://camosun.ca/its
Writing Centre	http://camosun.ca/writing-centre

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 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 Integrity

Please visit <http://camosun.ca/about/policies/education-academic/e-1-programming-and-instruction/e-1.13.pdf> for policy regarding academic expectations and details for addressing and resolving matters of academic misconduct.

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.

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"

(<http://camosun.ca/learn/calendar/current/procedures.html>) 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://camosun.ca/about/policies/education-academic/e-2-student-services-and-support/e-2.9.pdf> and camosun.ca/sexual-violence. To contact the Office of Student Support: oss@camosun.ca or by phone: 250-370-3046 or 250-3703841

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.

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.