

**Del Mar College Dual Credit:  
English 1301: Composition I - Fall 2025  
16-wk, 3 credit hours  
Calallen High School, Room 425**

**Instructor:** Joanna Grubaugh  
**Office:** Calallen HS, Room 425  
**Class Meeting:** M-F, 3rd period (10:24 AM-11:16 AM) or 5th period (1:11 PM-2:04 PM)  
**Office Hours:** MTRF 8:00-8:25 AM, or by appointment  
**Phone:** (361) 242-5626 ext. 70425    **Email:** [jgrubaugh@delmar.edu](mailto:jgrubaugh@delmar.edu) OR [jgrubaugh@calallen.org](mailto:jgrubaugh@calallen.org)

**COURSE DESCRIPTION**

Intensive study of and practice in writing processes, from invention and researching to drafting, revising and editing, both individually and collaboratively. Emphasis on effective rhetorical choices, including audience, purpose, arrangement and style. Focus on writing the academic essay as a vehicle for learning, communicating and critical analysis.

**Prerequisite:** Appropriate REM placements (Assessment Levels: R3, E3, M0)

Note: ENGL 1301 is now a pre-requisite for all 2000-level literature courses. This change was a result of recommendations by the English faculty group for the 2011 Learning Objectives project.

|                                        |               |
|----------------------------------------|---------------|
| Approval Number .....                  | 23.1301.51 12 |
| CIP Area .....                         | Letters       |
| maximum SCH per student .....          | 6             |
| maximum SCH per course .....           | 3             |
| maximum contact hours per course ..... | 64            |

**STUDENT LEARNING OUTCOMES:**

Upon successful completion of this course, students will:

1. Demonstrate knowledge of individual and collaborative writing processes.
2. Develop ideas with appropriate support and attribution.
3. Write in a style appropriate to audience and purpose.
4. Read, reflect, and respond critically to a variety of texts.
5. Use Edited American English in academic essays.

**ACTIVITIES**

Your assignments as students in a composition class will consist of studying specific organizational patterns of essay writing, reading and discussing selections from the text indicative of these patterns, and writing essays of these types. You will also pursue research appropriate to the college level to aid in the development of your writing skills, and you will submit at least one essay with documentation of outside sources.

**ATTENDANCE**

Because of the emphasis on writing and the quick pace of the course, attendance is essential. You must follow the Calallen High School requirements for attendance in order to complete this course. Repeated absences from the class may result in you being dropped from the class.

**REQUIRED TEXTBOOK**

*The Bedford Guide for College Writers W/Reader, Research Manual, and Handbook.* Kennedy, X.J. 13th ed.

**DROP DATE**

If you need to withdraw, the last day to do so is November 24. You must go by the Registrar's Office and complete a drop slip to avoid an unnecessary "F" grade on a transcript.

## **DROP POLICY FOR ENGL 1301**

If you drop or are dropped from INRW 0408, you will also be dropped from ENGL 1301. However, if you should decide to drop ENGL 1301, you will not be automatically dropped from INRW 0408.

## **STUDENT/CLASS CONDUCT**

This is a college class; please conduct yourselves accordingly. Your conduct should not disrupt teaching or have detrimental effects on other students. No discrimination or harassment in any form will be tolerated.

Student conduct policy link: section B7.13 at <https://www.delmar.edu/policymanual/chaptervii.html#b713>

## **CLASS EXPECTATIONS**

As a student in a college course, you are expected to become an independent learner, one who knows how to learn and how to take responsibility for your own success. I will not always answer your questions with the kinds of answers you expect. Instead, I may ask you further questions, or I may ask your classmates to help you arrive at answers, but not because I don't care whether you pass or fail. I care very much about your success, and I want to help you become an independent, responsible learner.

## **PLAGIARISM**

If you are using another source in any way in your own writing, please document your source completely. This includes notes, summarizing, or even using another's ideas. Violations of this will result in a zero for the essay in question and may result in further disciplinary action. You must submit all essays electronically for plagiarism review.

Plagiarism includes:

- using the work of another as your own;
- downloading or purchasing essays off the web and using them as your own;
- quoting source materials without correct documentation;
- paraphrasing the organization or language of a source without using quote marks and proper citation;
- reusing a previously-written essay of yours from a different course (self-plagiarism)
- using the same essay in two different classes (self-plagiarism)

This list is not exhaustive; other methods of plagiarism exist as well, so if you are in doubt, discuss the issue with your instructor on methods for correct documentation and use of sources.

## **SCHOLASTIC DISHONESTY**

Del Mar students are expected to conduct themselves in accordance with the highest standards of academic honesty. Academic misconduct for which a student is subject to penalty includes all forms of cheating, such as illicit possession of examinations or examination materials, falsification, forgery, complicity, multiple submissions, or plagiarism.

Refer to link about scholastic dishonesty: <https://www.delmar.edu/policymanual/chaptervii.html#B7137>

## **GRADE DISTRIBUTION**

Your grade will be determined from your major portfolios/essay and daily work. You will complete two main portfolios, one as a midterm and one as a final. Each portfolio will include a Reflective Overview, required writing assignments (essays and other genres), as well as evidence of the writing process and meeting course objectives.

|                                                                     |     |
|---------------------------------------------------------------------|-----|
| Major Portfolios/Papers (essays, projects, midterm, final)          | 75% |
| Daily Work (homework, in-class activities, journal responses, etc.) | 25% |

## GRADING SCALE

A = 90-100  
B = 80 – 89  
C = 70 – 79  
D = 60 – 69  
F = 59 and below

## LATE WORK

As college students, you are expected to be responsible for your assignments.

- **Absences:** If you are **absent**, even for school-related activities, your work is still due on time, typically by 11:59 PM, unless otherwise specified by the instructor.
- **Daily Work:** Daily work **will not be accepted late** unless you have proof of an emergency that made you miss class or the submission date.
  - Participation in extracurricular activities does not excuse you from daily work or allow for late work. If you will be out of class for other activities/extracurriculars, discuss the work you will miss with me ahead of time. If you do not complete the work on time, it will not be accepted.
  - Technology problems on your end do not constitute an emergency. Make sure you have working technology or find a place that does to complete your assignments on time. If you are having a technology problem, find a way to contact me directly BEFORE the due date to discuss your options.
- **Major Assignments:** Final submissions of major essays/portfolios are typically due on the assigned day by 11:59 PM, unless otherwise specified in assignment instructions. Complete essay drafts are typically due at the beginning of class on the due date to be ready for peer review. Unless you have been granted an extension, late papers/portfolios will be accepted one day late with a maximum grade of 70. Work will not be accepted more than one day late without an extension.
- **Extensions:** If you have extenuating circumstances that you know in advance will cause you to miss a due date, you must email/message me **at least 24 hours in advance** to request an extension. If it is an emergency that prevents you from submitting work on time, you must email/message me ASAP so I am aware of the situation – do not wait until the next day in class. If you have not requested an extension in advance or with my approval, I will follow the standard late work policy outlined above.

## STUDENT SUPPORT SERVICES

Del Mar College offers a variety of student support services programs to assist all DMC students. Your success is the number one priority at Del Mar College. The College resources to help you succeed include computer labs, tutoring centers, career development, DMC counseling services, retention, and services for designated groups, such as veterans and students with disabilities. Other grant-funded programs, such as TRIO: Student Support Services, serve to increase retention and graduation rates.

## SPECIAL ACCOMMODATIONS

Del Mar College strives to make all learning experiences as accessible as possible. If you anticipate or experience academic barriers based on your disability (e.g. mental health conditions, learning disabilities, chronic medical conditions, etc.) be sure to register with the Center for Access and Advocacy (CAA) at <https://www.delmar.edu/offices/caa/index.html> or call 361-698-1292 to establish reasonable academic accommodations. The Center for Access and Advocacy is located on Heritage Campus in the Harvin Center Room 188, on Windward Campus in the Health Sciences Building Room 215, and on Oso Creek Campus in the Main Building Room 213

## HELPDESK INFORMATION

If you are having technical issues, contact the Viking Help Desk at [vikinghelpdesk@delmar.edu](mailto:vikinghelpdesk@delmar.edu) or call (361) 698-2330.

## CAMPUS ADVOCACY AND RESOURCE EDUCATION (CARE)

DMC understands that students' basic needs must be met to better ensure effective learning. If you are experiencing uncertainty or instability with access to housing, food, mental health, finances, or any other basic need, visit [www.delmar.edu/VikingCare](http://www.delmar.edu/VikingCare). Students can self-refer or be referred to CARE by a member of DMC faculty or staff.

## TECHNOLOGY REQUIREMENTS

Students are expected to regularly check their DMC email. In addition online resources are available through [www.delmar.edu](http://www.delmar.edu)

## COLLEGE POLICIES

<https://delmar.edu/policymanual/chaptervii.html>

| TENTATIVE COURSE SCHEDULE |                                                                                       |
|---------------------------|---------------------------------------------------------------------------------------|
| September 2-6             | Portfolio 1; Ch 2-3; Begin Literacy Autobiography (draft due)                         |
| September 8-12            | Revise/edit Literacy Autobiography Essay; Reflective Overview                         |
| September 15-19           | <b>Submit Portfolio 1</b> ; Ch 4; Draft Personal Statement Essay                      |
| September 22-26           | Draft Resume/Cover Letter                                                             |
| September 30-October 3    | Draft Personal Statement                                                              |
| October 6-10              | Revise & Edit Portfolio 2 Documents; Reflective Overview; <b>Submit Portfolio 2</b>   |
| October 14-17             | Selecting a Research Topic; Research Facilitations; Begin research/narrow topic       |
| October 20-24             | Source Reviews; MLA Works Cited                                                       |
| October 27-31             | Ch 6; Comparison/Contrast Essay Draft                                                 |
| November 3-7              | Revise/edit Comparison/Contrast Essay; Reflective Overview; <b>Submit Portfolio 3</b> |
| November 10-14            | Ch 8; Ch 11; Begin Argumentative Essay draft                                          |
| November 17-21            | Argumentative Essay Conferences/Revising & Editing                                    |
| November 24-28            | Thanksgiving Holiday                                                                  |
| December 2-5              | Draft/Revise/Edit Argument Essay                                                      |
| December 8-10             | <b>Final - Reflective Overview; Submit Portfolio 4</b>                                |