



Dixie State University

Syllabus for **Intermediate Academic Communication** (3 credits)

CRN 46877 ESL 0400 SPRING 2015

This course does not count toward overall credits earned for graduation, nor does it fill general education requirements; however, this course counts for financial aid and activity eligibility purposes, and the final grade contributes to the student's cumulative GPA.

Instructor:	Derek Streeter	Classroom:	U Plaza B 114B
Phone:	(435) 688-7831	Class time:	Mon, Wed 2:30-3:45
Email:	streeter@dixie.edu	Fees:	none
Office Hours:	Mon, Wed 11:00 – 12:30	Office:	U Plaza B 118B
Course starts:	January 12, 2015	Course ends with exam,	Mon, May 4, 2015

Program Objectives: When English Language Learners finish our program, they should be able to function communicatively as members of the Dixie State College Community.

1. In reading, students will be able to comprehend most standard written English and have strategies for comprehending what is not immediately understood.
2. In listening comprehension, students will understand English spoken in and out of the classroom and have strategies for effective note-taking for specific academic material.
3. In speaking, students will be able to appropriately respond orally to the demands of college life and college-level classes, including giving classroom responses, speeches, and presentations.
4. In writing, students will be able to produce appropriately clear and coherent responses to in-class or extended assignments.
5. In academic awareness, students will understand the importance of methods for supporting ideas with a variety of sources and referencing those sources accurately.

Course Objectives:

Students will:

1. Develop intermediate communicative skills to succeed in academic settings (Cognitive Academic Language Proficiency (CALP)).
2. Identify and use methods of effective note-taking.
3. Develop active discussion skills for academic environments, including participation in class and group discussions.
4. Express ideas in clear and accurate intermediate-level speeches.
5. Develop academic listening skills for short academic lectures.

Course Outcomes:

Students who successfully complete this course will be able to:

1. Demonstrate CALP for effective academic studies (developing Program Objectives 1-5).
2. Focus on academic listening tasks by using appropriate note-taking activities (developing Program Objective 2).
3. Utilize background knowledge in a variety of disciplines (developing Program Objective 5).
4. Take dictation in supported academic subjects with reasonable accuracy of main ideas (developing Program Objectives 2 and 4).
5. Identify key concepts from lectures (developing Program Objective 2).
6. Participate actively and appropriately in group discussions (developing Program Objective 3).
7. Deliver short speeches (one informal and one academic) with basic pronunciation and grammatical accuracy (developing Program Objective 3).

Catalog Course Description:

Designed to prepare students for the challenges of university lectures with a wide range of listening, speaking, and note-taking strategies and skills. The course will introduce the university lectures drawn from a range of academic disciplines. In addition, the course will ensure that students learn the vocabulary used frequently in academic settings. Students will work with the instructor, in small groups, or with technology to practice the skills presented in this course.

Prerequisites:

COMPASS ESL combined score of 60-75, or ESL 0200 (Grade of B or higher). The course is offered based on sufficient student need.

Required Textbook and Other Expenses:

1. Helen Solorzano and Laurie Frazier, Michael Rost Series Editor (2009). **Contemporary Topics: Academic Listening and Note-Taking Skills 1**. Pearson Longman.
2. Advanced American Dictionary. Pearson Longman (recommended for ESL classes).

Grading:

Tentative Point distribution

<i>Vocabulary quizzes</i>	20%
<i>Written assignments</i>	10%
<i>Unit tests</i>	20%
<i>Contact America</i>	15%
<i>2 speeches</i>	15%
<i>Mid-term Exam</i>	10%
<i>Final exam</i>	10%
<i>Total</i>	100%

Percent needed for specific grade

<i>A = 93-100%</i>	<i>C = 72-76%</i>
<i>A- = 90-92%</i>	<i>C- = 69-71%</i>
<i>B+ = 87-89%</i>	<i>D+ = 64-68%</i>
<i><u>B = 83-86%*</u></i>	<i>D = 60-63%</i>
<i>B- = 80-82%</i>	<i>D- = 55-59%</i>
<i>C+ = 77-79%</i>	<i>F = below 55%</i>

*A grade of B or better is required to enroll in a higher level next semester

Dishonesty: Dishonesty will not be tolerated in any form. Any student cheating on an assignment or test will receive a zero for that test. Giving as well as receiving information is dishonest. If you bought a used book, you must get rid of all previous responses. Any time you take credit for work you did not do, you are cheating. This includes getting answers to homework problems from someone else, copying information from a library internet source and presenting it as if it were your own words (plagiarism...more below), looking at resources or someone else's answers on an assignment, and asking someone who has already taken a test about the questions it contains. I make assignments and tests to minimize your temptation to cheat. You will be asked to sign a pledge indicating your understanding of the policy. If you have questions, ask me (See "Code of Student Rights & Responsibilities"), <http://catalog.dixie.edu/codeofstudentrightsresponsibilities/> Section 4C.

My responsibilities to you: I will be prepared and on time for each class. I will return your work quickly after evaluating it based on the guidelines I will give you before you turn in your work. I will treat you with respect unless you behave in such a way as to take that respect away. I will be available during my office hours unless I tell you otherwise and often at other times. I will respond to your emails or phone calls as soon as possible (ASAP). I will work to ensure that you have the opportunity and tools to learn the skills that this class represents and what you will need to succeed in a regular English college class.

Attendance Policy and Missed Work:

1. Make every effort to attend all classes but missing up to 2 classes will not change your grade until you go over 2.
2. Every absence beyond 2 classes results in a 1% drop in your final grade.
3. Three late arrivals of 5 minutes or less result in 1 absence.
4. Arrivals later than 5 minutes count as an absence.

<https://www.dixie.edu/humanres/policy/sec5/523.html>

Homework Policy: Homework should be taken seriously as a learning tool. Late homework will receive a reduced grade by 10% or 20% if it is turned in before the unit test for which it was the preparation. **Homework will not be accepted after the unit quiz for that chapter has been given.**

Mid-Term Exam & Final exam: A comprehensive Mid-Term Exam and Final Exam will be taken in accordance with DSC's and class exam Schedule. The exam cannot be changed by me. Our final exam is scheduled for Monday, May 4, 2015 from 12:30 to 2:30 p.m. in this room. A written request (the correct form and 250 words) must be filed with me and the department chairman to make a change.

Class structure: Most classes will have quizzes given, old material reviewed, new material presented, often by video, and assignments graded. Missing class means you will have to exert extra effort to master the material on your own, which usually takes 2-3 times as much time as

attending class. Also, missing class means missing the lecture presentation required for the test and other activities. These days are especially valuable for test preparation. Do not skip any class period! Please turn off all cell phones during class time.

Discussions: These are a vital part of the objectives in this class and will be graded for fluency, involvement, attention to the topic and pronunciation.

Speeches: Students will give an informal speech before midterm, and later a formal speech relating to an academic topic. Grading will be based on a rubric discussed before the day speeches are given.

Class Policies: Please plan to arrive on time and be prepared to work (i.e., have your pencil, eraser, book, paper, homework, etc). Additionally, please feel free to offer your opinions and questions to the class, but do not carry on side discussions. Show respect to your teacher and classmates by participating actively in class activities and discussions. Also, please make sure you allow your classmates a chance to talk. Do not have private conversations with your neighbors during class. Please respect all opinions. Other people may have different ideas and opinions than you do, but they deserve the same level of respectful treatment from you as you wish from them (some content adapted from www.hccfl.edu/media/26084/campus_etiquette_notes2.pdf).

Cell phone policy: Cell phones should be turned off during class, which also means no texting during the class. If you need to look a word up on your phone, put it on your desk and do so. Then put your phone away.

Disruptive Behavior: Students may not engage in any activity which the instructor considers disruptive or counter-productive to the goals of the class. Teachers at Dixie State University have the responsibility to manage the classroom environment to ensure a good learning climate for the students. Teachers may dismiss and remove disruptive students from individual class activities. If a student's behavior continues to disrupt class activities, the teacher may dismiss and expel disruptive students from their course. For more details, please see the disruptive behavior policy at: <http://www.dixie.edu/humanres/policy/sec5/533.html> (a summary of the policy can be viewed at https://dixie.edu/academics/disruptive_behavior_guidelines.php).

Disability Resource Center: If you suspect or are aware that you have a disability that may affect your success in the course, you are strongly encouraged to contact the Disability Resource Center (DRC) located in the North Plaza Building. The disability will be evaluated and eligible students will receive assistance in obtaining reasonable accommodations. Phone 435-652-7516 for an appointment. For more information go to <http://dixie.edu/drcenter>

Library: a copy of the textbook for in house use only is usually at the Reserve Desk in the Library. For information concerning the library and hours of operation, go to <http://library.dixie.edu>

The Tutoring Center: The Tutoring Center is located on the **4th floor (Room #433) of the Jeffrey R. Holland Centennial Commons Building**. Drop-in mathematics tutoring is available. The tutoring schedule is posted at the sign-in desk in the Tutoring Center. The center is free and open to all students. Improve your study skills and clarify concepts and class material.

For more information go to <http://dsc.dixie.edu/tutoring/index.htm>

The Writing Center: The Writing Center is located on the **4th floor (Room #421) of the Jeffrey R. Holland Centennial Commons Building** if you need assistance with a written assignment in any class. (*Writing Center's mission statement:* "Our mission is to help you become a better writer by approaching your assignments as a process of invention, writing, and revision.") *Please use this valuable resource often!* You *will be required* to use this resource or the ESOL tutoring center in the International Student Services Center several times as part of assignments.

The Testing Center: The Testing Center is located **in the North-East Corner of the North Plaza Building (On the corner of Tabernacle and 1000 East - Entrance is located on the East side of the building)**. For more information go to <http://new.dixie.edu/testing/>

dmail: Important class and college information will be sent to your dmail account. This information includes you DSC bill, financial aid/scholarship notices, notification of dropped classes, reminders of important dates and events, and other information critical to your success in this class and at DSC. All DSC students are automatically assigned a dmail account. If you do not know your user name and password, go to www.dixie.edu and select "dmail" for complete instructions. You will be held responsible for information sent to your dmail, so please check it often.

Changing your schedule: It is your responsibility as the student to ensure the accuracy of your class schedule. Be sure to check at the beginning of the semester and after every change you make to your schedule. Make a hard copy and keep it!

Withdrawing from or dropping a class: If you never attend a class, the instructor may withdraw you from it. If you attend even one day, the instructor cannot withdraw you from the class. Since not all instructors will withdraw you for non-attendance of even one class you should take care of the transaction for yourself by going to the registration window or International Student Services. If you quit attending and do not withdraw from the class you will receive a WF or F, which averages into your GPA as an F.

Complete Withdrawal: Dropping all classes by phone or on line does not withdraw you from the college and you may receive all F's. You must contact the Advisement Center, complete a withdrawal form and surrender your student ID card.

Changes: This syllabus and/or tentative schedule may be changed by the instructor if necessary. All changes will be announced in class. Absenteeism is no excuse for not knowing changes.

Syllabus link: <http://new.dixie.edu/req/faculty/?Page=Syllabus>

Important Dates for Spring 2015 Semester:

<u>Jan 12</u>	<u>Classwork Starts</u>
<u>Jan 15</u>	<u>Last Day for Waitlist</u>
<u>Jan 16</u>	<u>Last Day to Add Without Signature</u>
<u>Jan 19</u>	<u>Martin Luther King Jr. Day</u>
<u>Jan 22</u>	<u>Drop/Audit Fee Begins (\$10 per class)</u>
<u>Jan 22</u>	<u>Residency Application Deadline</u>
<u>Jan 27</u>	<u>\$50 Late Registration/Payment Fee</u>
<u>Feb 2</u>	<u>Spring 2015 Associate's degree Graduation Application Deadline</u>
<u>Feb 2</u>	<u>Pell Grant Census</u>
<u>Feb 2</u>	<u>Last Day for Refund</u>
<u>Feb 2</u>	<u>Last Day to drop without receiving a "W" grade</u>
<u>Feb 4</u>	<u>Courses dropped for non-payment</u>
<u>Feb 6</u>	<u>Last Day to Add/Audit</u>
<u>Feb 16</u>	<u>President's Day</u>
<u>Mar 2</u>	<u>Summer 2015 Bachelor's degree Graduation Application Deadline</u>
<u>Mar 2</u>	<u>Mid-Term Grades Due</u>
<u>Mar 6</u>	<u>Last Day to Drop Individual Class</u>
<u>Mar 9-13</u>	<u>Spring Break</u>
<u>Mar 23</u>	<u>Fall Class schedule available online</u>
<u>Mar 23</u>	<u>Summer Registration open to Seniors (90+ credits)</u>
<u>Mar 24</u>	<u>Summer Registration open to Juniors (60+ credits)</u>
<u>Mar 25</u>	<u>Summer Registration open to Sophomores (30+ credits)</u>
<u>Mar 26</u>	<u>Summer Registration open to all students</u>
<u>Apr 1</u>	<u>Fall 2015 Bachelor's degree Graduation Application Deadline</u>
<u>Apr 10</u>	<u>Last Day for Complete Withdrawal</u>
<u>Apr 13</u>	<u>Fall Registration open to Seniors (90+ credits)</u>
<u>Apr 14</u>	<u>Fall Registration open to Juniors (60+ credits)</u>
<u>Apr 15</u>	<u>Fall Registration open to Sophomores (30+ credits)</u>
<u>Apr 16</u>	<u>Fall Registration open to all students</u>
<u>Apr 29</u>	<u>Classwork Ends</u>
<u>Apr 30</u>	<u>Reading Day</u>
<u>May 1</u>	<u>Final Exams</u>
<u>May 1</u>	<u>Associate's degree Graduation Deadline - Summer 2015</u>
<u>May 4-7</u>	<u>Final Exams</u>
<u>May 8</u>	<u>Commencement</u>

Tentative Schedule, Spring 2015, ESL 0400, Contemporary Topics (1)

Monday		Wednesday	
January 12 Introduction, Course Syllabus, Note-taking, first assignment		14 Vocab quiz, exercises pp. 2-5 Note-taking, Lecture 1	
19 Martin Luther King, Jr. Day Holiday		21 Lecture, Discussion Unit 1 TEST Extend Topic	
26 Exercises, pp 12-15, Vocab Quiz Lecture 2 and Discussion		28 Lecture, Discussion, Unit 2 Test Extend Topic	
February 2 Exercises, pp 22-25, Vocab Quiz Preview Informal Speeches		4 Special Vocab Review, Quiz Review Speech Plans	
9 Speeches, Lecture 3 Discussion, Note-Taking		11 Lecture and Notes Review, Unit 3 Test and discussion	
16 Presidents Day Holiday		18 Exercises pp 32-35, Vocab Quiz Note-Taking, Lecture 4	
23 Lecture and Quiz, Unit 4 Test Extend the Topic		25 Midterm Exam	
March 2 Unit 5 Exercises pp 42-44, Vocab Quiz Page 45, Lecture, Note-Taking		4 Lecture, Discussion, Unit 5 Test Exercises pp 52-55, Lecture 6	
16 Extend the Topic, Lecture 6 Unit 6 Test		18 Exercises pp 62-65, Vocab Quiz Preview Speeches	

23 Review Speech Outlines Lecture and Discussion, Unit 7			25 Formal Speeches and Critiques Lecture 7, Unit Test	
March 30 Exercises, pp 72-74, Review, Quiz Lecture 8 and Discussion			April 1 Lecture and Discussion, Unit 8 Test, Extend the Topic	
6 Exercises, pp 82-85, Vocab Quiz Lecture 9 and Discussion			8 Lecture and Discussion, Unit 9 Test Extend the Topic, Vocab Quiz	
13 Special Vocabulary Review Conversation			15 Exercises, pp 92-95 Vocab Quiz, Lecture 10	
20 Exercises, pp 102-105, Vocab Quiz Discussion and Unit 10 Test			22 Review	
27 Review			29 Review	

FINAL EXAM: MONDAY, MAY 4 12:30 – 2:30 IN THE CLASSROOM

(Your copy)

Honor Policy and Pledge:

As a student in the ESL Program at Dixie State University, I understand that it is against school policy to use others' work as my own or to cheat on tests. If I violate this policy, I know I will receive a zero grade on the assignment. This could result in failure of the class. I promise not to cheat nor plagiarize in any work turned in – either for myself or another's credit.

In addition, I promise to treat others with respect, listen politely when they are speaking and avoiding actions which would make them feel unwelcome in our community of learners.

Printed Name: _____ Class: _____

Signed (legal version) Name: _____

Date: _____

