



One College Drive, Blythe CA 92225
(760) 921-5500

Course Control Number: CCC000570648		
Course Outline Approval Dates		
Modality	Curriculum Committee	Board of Trustees
Face-to-face	5/23/19	6/11/19
Correspondence Ed.		
Distance Ed.		

COURSE OUTLINE OF RECORD

Course Information

Course Initiator: Brian Thieboux			
CB01 - Subject and Course #: ENG 081			
CB02 - Course Title: Basic Writing I			
New Course: <input type="checkbox"/>		Non-Substantial: <input checked="" type="checkbox"/>	
		Substantial: <input type="checkbox"/>	
Articulation Request: <input type="checkbox"/> UC		<input type="checkbox"/> CSU	
		<input type="checkbox"/> CSU-GE	
		<input type="checkbox"/> IGETC	
Lecture Hours: 54		Laboratory Hours: 18	
		Clinical/Field Hours:	
CB06/CB07: Course Units: 3.25			
Prerequisites:			
Co-requisites:			
Advisories: For students needing developmental study in writing prior to taking college-level English			
CB03 - TOP Code:		1501.00 - English	
CB04 - Credit Status:		C - Credit - Not Degree Applicable	
CB05 - Transfer Status:		C - Not Transferable	
CB08 - Basic Skills Status:		B - Course is a basic skills course	
CB09 - SAM Priority Code:		E - Non-Occupational	
CB10 - Cooperative Work:		N - Is not part of Cooperative Work Experience Education Program	
CB11 - Course Classification:		Y - Credit Course	
CB13 - Approved Special:		N - Course is not a special class	
CB21 - Prior Transfer Level:		C - Three levels below transfer	
CB22 - Noncredit Category:		Y - Credit Course	
CB23 - Funding Agency:		Y - Not Applicable	
CB24- Program Status:		2 - Not Program Applicable	
Transfer Request:		C= Non-Transferable	

Please select the appropriate box(s) of the modalities in which this course will be offered, and fill out the appropriate sections for that mode.

- Face-to-Face – Section B
- Correspondence Education – Section C
- Distance Education – Section D

JUSTIFICATION OF NEED:

For students needing developmental study in writing prior to taking college-level English

CATALOG DESCRIPTION:

English 081 is designed for students needing practice in writing. The course covers: 1) grammar and punctuation essential to effective writing; 2) vocabulary development; and 3) writing practice, particularly in writing paragraphs and short essays. Grammar skills will be developed in the context of writing and critical analysis of texts. There is a minimum writing requirement of 2500 words for the course, composed of both in-class and out-of-class writing. Credit for this course shall not be used to satisfy English requirements for graduation from Palo Verde College. Grade is Pass/No Pass.

COURSE OBJECTIVES:

Grammar and punctuation essential to effective writing

1. Demonstrate control of grammar, diction, and paragraph and sentence structure.
2. Demonstrate, through practice, an understanding of Standard English usage.
3. Produce legible work that shows accurate spelling and correct punctuation and capitalization.

Vocabulary development

1. Apply knowledge of word roots and affixes.
2. Demonstrate mastery of 250 new college-level words.

Writing practice, particularly in essays

1. Demonstrate an understanding of narrative, expository, persuasive, or descriptive writing assignments.
2. Structure ideas and arguments in a sustained, and persuasive, way and support them with precise and relevant examples.
3. Use language in natural, fresh, and vivid ways to establish a specific tone.

Reading development and critical thinking

1. Analyze writing selections as their effectiveness in conveying ideas to the reader.

STUDENT LEARNING OUTCOMES:

1. Demonstrate independent practice of the writing process, including planning, drafting, revising, and editing.
2. Formulate, compose, and maintain the structure of a paragraph, including a topic sentence, supporting details, transitions, and a conclusion.
3. Formulate and compose a short essay (three to five paragraphs), including a thesis statement, supporting paragraphs, unity, and a conclusion
4. Use correct Standard English grammar, including spelling, capitalization, punctuation, sentence structure, word choice, and mechanics.

A. COURSE OUTLINE AND SCOPE

1. Outline of topics or content:

The following topics will be included in the framework of the course but are not intended as limits on content. The development of basic concepts and principles, order of presentation, and relative emphasis will vary with each instructor:

1. Aspects of grammar and punctuation essential to effective writing
2. Vocabulary development
3. Writing practice, particularly in writing paragraphs and the formulation of topic sentences and supporting sentences
4. Reading selections, particularly in recognizing and restating topics, and theses

2. If a course contains laboratory or clinical/field hours, list examples of activities or topics:

Students will be under the instruction/supervision in the following activities or topics:

1. Peer writing groups
2. Writing guidance/advisement with the instructor
3. Grammar exercises from the textbook or online tutor
4. Group or individual practice on covered topics from the lecture segment of the course
5. Other exercises assigned by supervising faculty

When appropriate, students will be directed to computer assisted instruction for their class section on the PVC Bridge. Students should have assignments from their lecture segment that needs to be completed, or have paragraphs/essays in process that they may work on during the lab.

3. Examples of reading assignments:

Reading assignments are required and may include but, are not limited to, the following:

1. Models of effective sentences and paragraphs
2. Level-appropriate essays representing rhetorical modes
3. Selections of readings from across the curriculum of the arts and sciences, as well as business and professional technologies programs
4. Newspaper, magazine, and journal articles
5. Professional websites and databases

4. Examples of writing assignments:

All writing assignments in ENG 081 are intended to develop the student’s ability to effectively practice the fundamentals of basic writing. Writing assignments are required and may include, but are not limited to, the following:

1. Journal writing
2. Paragraph and short essay writing, emphasizing attention to Standard Written English, pre-writing, composing, revising and editing
3. Portfolio projects, emphasizing meaningful self-expression and active reflection

5. Appropriate assignments to be completed outside of class:

Outside class assignments may include such activities as reading, journal writing, pre-writing, composing, revising and editing, critiquing, and summarizing.

6. Appropriate assignments that demonstrate critical thinking:

Written assignments in which students describe a particular problem or issue, such as a contemporary topic in international politics, to present arguments for and against, and to draw rational conclusions.

7. Other assignments (if applicable):

Check if Section B is not applicable

B. FACE-TO-FACE COURSE SECTIONS:

Face-to-face education

Is a mode of delivery in which instruction is delivered in a traditional classroom setting, with instructor and students located simultaneously in the same classroom facility.

1. Describe the methods of instruction:

Methods of instruction may include, but are not limited to, the following: lecture, lecture/discussion, discussion seminar, computer-assigned instruction, audio-visual, modules, and other appropriate instructional strategies as determined by the instructor.

2. Describe the methods of evaluating of student performance.

Instructors will utilize a variety of methods to evaluate student performance, including, but not limited to: tests, quizzes, written assignments, participation in discussion sessions.

3. Describe how the confidentiality of the student's work and grades will be maintained.

Instructors shall make reasonable efforts to protect the confidentiality of students' grades and graded work consistent with practices described in the Family Education Rights and Privacy Act (FERPA).

4. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.

Instructors will utilize a variety of methods to evaluate student performance, including, but not limited to: tests, quizzes, written assignments, participation in discussion sessions.

NOTE: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

Check if Section C is not applicable

C. CORRESPONDENCE EDUCATION COURSE SECTIONS (Correspondence, hybrid correspondence)

Correspondence education

is a mode of delivery in which instructional materials are delivered by mail, courier or electronic transmission to students who are separated from the instructor by distance. Contact between instructor and students is asynchronous.

Hybrid correspondence education

is the combination of correspondence and face-to-face interaction between instructor and student.

1. Describe the methods of instruction.

2. Describe the methods of evaluating student performance.

3. Describe how regular, effective contact between the instructor and a student is maintained.

4. Describe procedures that help verify the individual submitting class work is the same individual enrolled in the course section.

5. Describe procedures that evaluate the readiness of a student to succeed in a correspondence or hybrid correspondence course section.

6. Describe how the confidentiality of the student's work and grades will be maintained.

7. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.

8. If the course requires specialized equipment, including computer and computer software or other equipment, identify the equipment, and describe how it is to be accessed by students.

Note: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

Check if Section D is not applicable

D. DISTANCE EDUCATION COURSE SECTIONS (online, ITV, hybrid)

Online education

is a mode of delivery in which all instruction occurs online via the Internet. Student and instructor access to email and the Internet is required. Students are required to complete class work using email, chat rooms, discussion boards and other instructional online venues.

Interactive television (ITV)

is a mode of synchronous delivery in which instruction occurs via interactive television (closed circuit).

Hybrid instruction

is a combination of face-to-face instruction and online instruction.

1. Describe the methods of instruction.

2. Describe the methods of evaluating of student performance.

3. Describe how regular, effective contact between the instructor and a student is maintained.

4. Describe procedures that help verify the individual submitting class work is the same individual enrolled in the course section.

5. Describe procedures that evaluate the readiness of a student to succeed in an online, ITV or hybrid course section.

6. Describe how the confidentiality of the student's work and grades will be maintained.

7. If the course has a lab component, describe how lab work is to be conducted and how student work is to be evaluated.

8. If the course requires specialized equipment, including computer and computer software or other equipment, identify the equipment, and describe how it is to be accessed by students.

Note: Students will be encouraged by instructors of this course to direct themselves to the College's Disabled Students' Programs and Services (DSP&S) department if they believe they have a learning disability.

E. REPRESENTATIVE TEXTBOOKS AND OTHER READING AND STUDY MATERIALS:

List author, title, and current publication date of all representative materials.

Kirszner, Laurie G., Focus on Writing: Paragraphs and Essays, 4th edition, 2017

SIGNATURES

COURSE INITIATOR: _____

DATE: _____

DIVISION CHAIR: _____

DATE: _____

LIBRARY: _____

DATE: _____

CHAIR OF CURRICULUM COMMITTEE: _____

DATE: _____

SUPERINTENDENT/PRESIDENT: _____

DATE: _____