

# ENGLISH NON-COURSE BASED OPTION (ENGL-NONN) DESCRIPTION

Spring 2022

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Office: Academic 001D

Office Hours: Tuesday, Thursday 10:00-12:00

## COURSE OBJECTIVES:

English NONN provides an online, non-course based study of the fundamentals of writing and reading that emphasizes concepts basic to both verbal skills. Depending upon a student's need, abundant practice is received in either composition or comprehension and analysis of selected readings or both. All activities in the non-course based option provide students credit for successful completion of the TSI Assessment and prepare students for success in college-level English.

**Student Outcomes:** *By the end of the non-course based program, students should:*

### Rhetorical Knowledge

- Demonstrate an improved ability to respond to the needs of different audiences
- Demonstrate an improved ability to adopt appropriate voice, tone, and level of formality

### Critical Thinking, Reading, and Writing

- Demonstrate an improved ability to read and understand a text (essay prompt, article, essay)
- Demonstrate an improved ability to identify a thesis, main points, and major details from a reading
- Demonstrate an improved ability to logically organize essays into focused paragraphs
- Demonstrate an improved ability to organize coherent and cohesive paragraphs
- Demonstrate an improved awareness that it usually takes multiple drafts to create and complete a successful text

### Knowledge of Conventions

- Demonstrate an improved awareness of such surface features as syntax, grammar, punctuation, and spelling and exhibit an improved degree of control of these features

## REQUIRED MATERIALS:

The material required for ENGL NONN is the Cengage MindTap online computer application. The cost for the program is \$50.

### COURSE EXPECTATIONS:

As a student enrolled in this English Non-Course Based activity, you are expected to complete assignments unless prevented from doing so by illness, bona fide emergencies, or circumstances beyond your control. All assignments will be online in the Cengage MindTap application. You will be assigned exercises to complete each week in MindTap. You should manage your time, allowing for 3 hours each week to complete the exercises. **If you do not achieve a 70 average or above in the coursework, you will be required to enroll in a development English activity again next semester. If you successfully complete the coursework with an average of 70 or above, you will be eligible to register for English 1301.**

### COMPLETING THE NON-COURSE BASED COURSEWORK:

First, you will purchase access to Cengage MindTap following the step-by-step instructions provided. Then, you will work through the MindTap assignments listed. **ALL MINDTAP ASSIGNMENTS ARE DUE FRIDAY, MAY 6 AT 11:59 P.M.**

***\*\*\* If you experience technical difficulties with MindTap, you should contact Cengage IT for assistance at 800-354-9706.***

**In order to receive an “S” for Satisfactory for this coursework, you MUST have an average of 70 or higher at the end of the program. If your average is below a 70, you will receive a grade of “U” for Unsatisfactory, and you will have to register for an English 1301T section or the English Non-Course Based program again next semester.**

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### RESPONSIBILITIES OUTSIDE OF CLASS:

This course centers around numerous and frequent reading and writing assignments, all of which you must complete on your own. Therefore, it is vital that you manage your time appropriately and prioritize this coursework. Be prepared to spend a few hours each week preparing these assignments. Also, ask questions when you have them. You may email me or make an appointment to see me in my office.

### CONTACTING ME:

I check my email regularly on weekdays during regular work hours. Do not expect a response to an email you send after 5:00 until the following day. Also, do not expect a reply to emails sent on weekends. Keep in mind that we are in a professional and academic environment. Therefore, you should use complete sentences with correct punctuation and spelling when you email me. Maintain a professional and courteous tone throughout the email.

### CONTACTING YOU:

You are required to check your email regularly in order to stay updated on matters related to ENGL NONN. I will either email you using your ASU-assigned email or through Blackboard.

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### ASU ACADEMIC HONOR CODE:

Academic integrity is taking responsibility for one's own class and/or course work, being individually accountable, and demonstrating intellectual honesty and ethical behavior. Academic

integrity is a personal choice to abide by the standards of intellectual honesty and responsibility. Because education is a shared effort to achieve learning through the exchange of ideas, students, faculty, and staff have the collective responsibility to build mutual trust and respect. Ethical behavior and independent thought are essential for the highest level of academic achievement, which then must be measured. Adhering to the standards of academic integrity ensures grades are earned honestly. Academic integrity is the foundation upon which students, faculty, and staff build their educational and professional careers.

Students must understand the principles of academic integrity and abide by them in all classes and/or course work at the University. Academic Misconduct violations are outlined in Part I, section B.1 of the *Code of Student Conduct*. If there are questions of interpretation of academic integrity policies or about what might constitute an academic integrity violation, students are responsible for seeking guidance from the faculty member teaching the course in question.

#### DISABILITIES:

Angelo State University is committed to the principle that no qualified individual with a disability shall, on the basis of disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the university, or be subjected to discrimination by the university, as provided by the Americans with Disabilities Act of 1990 (ADA), the Americans with Disabilities Act Amendments Act of 2008 (ADAAA), and subsequent legislation. Persons with disabilities that may warrant academic accommodations must contact the Student Affairs Office, Suite 112 in the Houston Harte University Center, in order to request such accommodations prior to any being implemented. Students are encouraged to make this request early in the semester so that appropriate arrangements can be made.

#### ABSENCE FOR RELIGIOUS HOLY DAYS:

A student who intends to observe a religious holy day should make that intention known in writing to the instructor prior to the absence. A student who is absent from classes for the observance of a religious holy day shall be allowed to take an examination or complete an assignment scheduled for that day within a reasonable time after the absence. A student who is excused under section 2 may not be penalized for the absence; however, the instructor may respond appropriately if the student fails to complete the assignment satisfactorily.

#### POLICIES AND PROCEDURES PURSUANT TO TITLE IX:

The University prohibits discrimination based on sex, which includes pregnancy, sexual orientation, gender identity, and other types of Sexual Misconduct. Sexual Misconduct is a broad term encompassing all forms of gender-based harassment or discrimination including: sexual assault, sex-based discrimination, sexual exploitation, sexual harassment, public indecency, interpersonal violence (domestic violence and/or dating violence), and stalking. As a faculty member, I am a Responsible Employee meaning that I am obligated by law and ASU policy to report any allegations I am notified of to the Office of Title IX Compliance.

Students are encouraged to report any incidents of sexual misconduct directly to ASU's Office of Title IX Compliance and the Director of Title IX Compliance/Title IX Coordinator at:

**Michelle Boone, J.D.**

*Director of Title IX Compliance/Title IX Coordinator*

Mayer Administration Building, Room 210

325-942-2022

[michelle.boone@angelo.edu](mailto:michelle.boone@angelo.edu)

You may also file a report online 24/7 at [www.angelo.edu/incident-form](http://www.angelo.edu/incident-form).

If you are wishing to speak to someone about an incident in confidence you may contact the *University Health Clinic and Counseling Center* at 325-942-2173 or the *ASU Crisis Helpline* at 325-486-6345.

For more information about Title IX in general you may visit [www.angelo.edu/title-ix](http://www.angelo.edu/title-ix).