



North Central State College

MASTER SYLLABUS

2025-2026

- A. Academic Division: Liberal Arts
- B. Discipline: English
- C. Course Number and Title: ENGL1010 English Composition I
- D. Assistant Dean: Laura Irmer
- E. Credit Hours: 3
- F. Prerequisites: Qualifying placement test scores
OR
Co-requisites: ENGL-0010
- G. Last Course/Curriculum Revision Date: Summer 2025 Origin date: 01/03/2011
- H. Textbook(s) Title:

Open Education Resources (available for download or view)
Write What Matters
 - Authors: Minervini, A, Long, L., Gladd, J.
 - Copyright Year: 2020
 - Edition: 1st
 - ISBN: (Digital)
 - OER LINK: <https://idaho.pressbooks.pub/write/>
- I. Workbook(s) and/or Lab Manual: None
- J. Course Description: This is a basic course in expository writing and critical reading. Students read a variety of nonfiction works and write summaries, analyses, and essays in response to their reading. Students learn to read actively and accurately and to organize, develop, and revise coherent papers appropriate for a college-educated audience. (OTM for First Writing Course TME001)
- K. College Wide Learning Objectives:

College-Wide Learning Outcomes	Assessments - - How it is met & When it is met
Communication – Written	Written Communication VALUE Rubric, Final Portfolio, end of the term.
Communication – Speech	
Intercultural Knowledge and Competence	
Critical Thinking	
Information Literacy	
Quantitative Literacy	

L. Course Outcomes and Assessment Methods:

Upon successful completion of this course, the student shall:

Outcomes	Assessments – How it is met & When it is met
1. Identify and analyze the elements that affect the writing situation—purpose, audience needs, stance, style, and format/structure.	Assigned essays and reading responses and discussions of the readings throughout the term (early and late term).
2. Demonstrate the relationship between critical thinking, reading, and writing techniques.	Assigned papers and exercises, as well as class discussions (throughout the term).
3. Use a flexible and recursive process for writing.	Assigned papers and exercises (throughout the term).
4. Use collaborative techniques in the writing process.	Group discussion of reading and writing assignments, brainstorming, peer review of drafts, and analysis of review comments (throughout the term).
5. Demonstrate a knowledge of conventions—organization, format, grammar, citations, mechanics, style, syntax, and MLA citations.	Accurate use of the conventions of formal writing in assigned papers and exercises (throughout the term).
6. Use electronic technology in the research and writing process.	Use of word processing and editing tools for composition and revision, use of discussion board (or equivalent tools) for generating and discussing ideas for more formal assignments, and use of an e-portfolio for assessment (throughout the term).
7. Write a minimum of 20 pages of formal text.	Required minimum lengths on assignments throughout the term.

M. Recommended Grading Scale:

NUMERIC	GRADE	POINTS	DEFINITION
93–100	A	4.00	Superior
90–92	A-	3.67	Superior
87–89	B+	3.33	Above Average
83–86	B	3.00	Above Average
80–82	B-	2.67	Above Average
77–79	C+	2.33	Average
73–76	C	2.00	Average
70–72	C-	1.67	Below Average
67–69	D+	1.33	Below Average
63–66	D	1.00	Below Average
60–62	D-	0.67	Poor
00–59	F	0.00	Failure

N. College Procedures/Policies:

North Central State College believes that every student is a valued and equal member of the community.* Every student brings different experiences to the College, and all are important in enriching academic life and developing greater understanding and appreciation of one another. Therefore, NC State College creates an inclusive culture in which students feel comfortable sharing their experiences.

Discrimination and prejudice have no place on the campus, and the College takes any complaint in this regard seriously. Students encountering aspects of the instruction that result in barriers to their sense of being included and respected should contact the instructor, assistant dean, or dean without fear of reprisal.

* *Inclusive of race, color, religion, gender, gender identity or expression, national origin (ancestry), military status (past, present or future), disability, age (40 years or older), status as a parent during pregnancy and immediately after the birth of a child, status as a parent of a young child, status as a foster parent, genetic information, or sexual orientation*

Important information regarding College Procedures and Policies can be found on the syllabus supplement located at

<https://ncstatecollege.edu/documents/President/PoliciesProcedures/PolicyManual/Final%20PDFs/14-081b.pdf>



North Central State College
SYLLABUS ADDENDUM

Academic Division: Liberal Arts Discipline: English
Course Coordinator: Steven Haynes
Course Number: Engl 1010-901 Course Title: English Composition I
Semester / Session: Fall 2025 Start / End Date: October 13, 2025- December 12 2025

Instructor Information

Name: Charmae Cottom Phone Number: 440.263.9131
E-Mail Address: Ccottom@ncstatecollege.edu
Office Location: _____ Office Hours: Anytime before 9 pm

I. Topical Timeline (Subject to Change):

Weeks	Topics
1	What is Critical Reading, Writing, and Thinking?
2	Identify and analyze the elements that affect the writing situation—purpose, audience needs, stance, style, and format/structure
3	Demonstrate a knowledge of conventions— organization, format, grammar, citations, mechanics, style, syntax, and MLA citations
4	What is the connection between monsters and our society?
5	“Generating Ideas” “Organizations and Genres”
6	“Higher Level Integration” “Plagiarism”
7	Use electronic technology in the research and writing process.
8	Multidisciplinary Essay

II. Course Assignments:

1. Quizzes
2. Skills Testing
3. Independent Studies
4. Essays

III. Grading and Testing Guidelines:

1. Essay #1: Argumentative Essay
2. Essay#2: Summary & Response
3. Essay #3: Rhetorical Essay
4. Essay #4: Annotated Bibliography
5. Essay #5: Synthesis
6. Essay #6: Literary Analysis
7. FINAL: Multimodel Essay

IV. Examination Policy:

1. The reasons for which a student will be excused from taking an examination are:
 - a. Hospitalization (with documented verification)
 - b. Death in the immediate family (with documented verification)

Course Number: _____
Semester / Session: _____

Course Title: _____
Start / End Date: _____

- c. Personal illness or illness in immediate family - (doctor's excuse required).
2. A student who misses an examination for any reason is responsible for completing the assignment on Canvas

V. Class Attendance and Homework Make-Up Policy:

1. Class attendance is necessary and will account for 5% of your grade
2. Students are responsible for:
 - a. Completing essays by Sunday midnight
 - b. Completing in class assignments
 - c. Reading the required text

VI. Classroom Expectations:

1. Be respectful to your peers
2. Be kind and inclusive
3. Take responsibility for your actions
4. Be ready to learn
5. Listen attentively
6. Participate in the learning process