

*****ALP Handout 1 Traditional class featuring EARLY EXIT option**
REA 098/280- Reading –Spring 2012 Syllabus

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Office Hours Monday 10:45am-11:45am; Tuesday 1pm-2pm;
Wednesday 10:45am -2:45pm; Thursday 1pm-2pm
 ** also as arranged when requested

Online students - online hours: Friday 9am- 11am --- login to blackboard & go to "chat" !!

Course Description: This course is designed to assist students in developing and improving reading proficiency by emphasizing comprehension skills, reading strategies and vocabulary development. Additional laboratory work may be assigned when indicated as a result of reading evaluation. The graduation requirement is increased three hours for students who complete this course. Grading is CR/NC

Placement: Admission to the course is determined by placement testing – it is also open to any students wishing to improve their reading and study skills regardless of placement score – the course also functions as a requirement for ENL111, and other general education courses for those who are placed in REA098 due to assessment scores.

Credit Hours: 3 hours (REA098) or 4 hours (REA280)

Needed for this class:

Textbook : "The Skilled Reader" DJ Henry, 3rd edition, published by Longman/Pearson – (the text is loose leaf, so you will need a 3 ring binder to keep it in) (available at Stadium bookstore)

Highlighters : at least 1 pkg. of multi colored highlighters

Pens/Pencils/Notepaper, etc.: bring to every class

MCTC email account: always use only your MCTC account when contacting me, otherwise your message may end up unread in my spam filter

Learner Outcomes for Developmental Reading (REA098)

1. Increase reading comprehension skills (pre-read, read, review, outline, annotate, note take)
2. Increase vocabulary skills (context clues, word-parts, dictionary/thesaurus, create & use graphic organizers)
3. Develop literal reading skills (identify main idea/supporting details)
4. Develop interpretive reading skills (inferences/draw conclusions/read visual aids)
5. Develop critical reading skills (analyze/synthesize, identify purpose and tone)

MCTC General Education Learning Outcomes

- Communicate effectively with others
- Apply mathematics and basic scientific concepts for problem solving activities
- Utilize technology competently
- Use critical thinking skills
- Develop an awareness of ethical behavior
- Recognize the richness of diversity

ADA Policy- Mountwest Community and Technical College is committed to equal opportunity in education for all students, including those with physical, learning, and psychology disabilities. If you have a documented disability, and wish to receive services, contact the Office of Student Services for more information on the services for which you may qualify - (304) 696-6282.

Evaluation/Grading

You may receive credit for this course at any time during the term by meeting ONE of the following requirements:

1. Completing each of the seven course modules with a score of 80% on each module's assessment test (see list of modules under "coursework" section)

OR

2. Completing all seven models with an overall average of 80% PLUS a score of **at least 58 on the Nelson Denny (form G)** reading comprehension section

****students who score a 62 on the reading comprehension section of the Nelson Denny (form G) or a 64 on the reading comprehension section of the Nelson Denny (form H) may elect to receive automatic CR for the course**

Coursework: The course work for this class consists of seven independent modules. Modules match up to chapters in the text (see class schedule). After each module, an in class assessment will be given. Receiving an 80% or higher on the assessment means you have "passed" that module.

1. Module 1 - Skillful Reading
 2. Module 2 - Vocabulary Expansion
 3. Module 3 - Topics & Main Ideas
 4. Module 4 - Supporting Details
 5. Module 5 - Outlines & Concept Maps
 6. Module 6 - Thought Patterns
 7. Module 7 - Inference/Implied Meaning
- Modules are delivered on a weekly basis the first half of the term.
 - Assessments may be repeated–
 - After the second attempt on an assessment, all future attempts will require at least one hour of tutoring/prep assistance, before the assessment may be attempted again.
 - You will receive 5pts credit to be added to your assessment grade for each hour of tutoring / practice assistance received, as documented on your tutoring slip. The slip must indicate the module for which tutoring was provided in order to apply the credit to that module.

Extra Credit –Extra credit assignments are not needed in REA098 – simply do what is necessary for course completion, and you will receive credit for the course!

Attendance: Attendance is expected and mandatory for REA098. Attendance is recorded every day, and reported to the institution as per the current attendance reporting procedure.

- You should contact the instructor if missing class.
- Work expectations remain the same –you are still responsible for all missed work and for completing that missed work in a timely manner.

**The student handbook contains additional information regarding student absence and acceptable excuses, as well as the process a student might use in order for an absence to be excused if a conflict arises with the instructor (student services handles such absences)*

Additional Information Regarding Attendance –

* Due to liability issues, students who are dropped for nonpayment may not remain in or attend class. A student will be asked to leave class and may not return until the Registrar's office receives approval for reinstatement from the Bursar's office.

To receive approval for reinstatement students must go to the Bursar's office Cashier's station, located in the lower level of the MCTC building and either pay their bill or sign a payment plan. Once an arrangement has been made with the Bursar's office, students will take verification to the Registrar's office. The Registrar will re-enroll the student into the dropped course, unless the class is already full. If the class is full, the instructor will receive a call or email notification from the Registrar requesting permission to overload the class. If the instructor denies an overload, a student will not be allowed to re-enroll and must work with the advising center to determine other course options.

* Periodic attendance reports will be submitted by your instructor to the Dean of Student Services. Absences from class may result in the student's loss of some or all financial aid.

PLEASE NOTE - Proof of Attendance Forms – in order for an instructor to sign a proof of attendance form (POA), a student must be current on attendance by at least one week prior to the form being signed (for example, for classes that meet twice weekly, the previous two consecutive classes would need to have been attended). Physical presence is required – there are no excusable exceptions in verifying attendance, so please do not ask that any be made.

Keep in mind: *This is a skill improvement class, therefore students must be present and actively participate in order to benefit* –

Tardiness- Late ?? Feel free to join this class !!! Just do not make it a habit. Habitual tardiness (more than three times) will count against your attendance. If you have a travel/bus/scheduling conflict, please let me know.

To join the class late –

1. Please come in quietly and take your seat.
2. If you want to share an explanation, please save it for break time, or the end of class, so as not to interrupt the lesson.

Scheduling Conflicts – If you have a course scheduling conflict you need to visit Student Services and resolve the conflict. You will not be excused from REA 098 on a regular basis in order to accommodate another Mountwest course. If you have a temporary conflict due to an outside issue (driving school, court, etc...) then just let the instructor know so that a catch up plan can be worked out.

Electronic Devices in class -Use of electronic devices for entertainment (such as texting, emailing or surfing) during class is considered RUDE and UNWELCOME. You may leave your phone on vibrate if you are expecting an important call, but important calls should not be interrupting you during every class period. If you find you must accept a call during class, please exit the room quietly.

Academic honesty/misconduct- Academic dishonesty is not welcome in class! A first offense of dishonesty will result in receiving a zero (0) on that assignment/test – a second one will result in receiving a NC for the class for the term. Cheating on assessments and forgery on tutoring slips are both considered academic dishonesty.

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Additional Resources:

- See MCTC Catalog at <http://www.mctc.edu/>
- Financial Aid Information (ofa@mctc.edu) (Check MyMCTC for status)
- Student Information at myMCTC (for which you are responsible as a student) <http://www.mctc.edu>

ALSO PLEASE NOTE: Bad Weather Policy In those instances when it is necessary to alter the schedule in response to weather conditions, every effort will be made to notify those affected as quickly as possible in the following ways: television, radio, and online at wsaz.com, **Office of Public Safety at 696-HELP**, and the **Marshall response number 696-3170**

- **A note to commuters:** If you feel the weather conditions are too dangerous for you to drive, then use your own common sense to determine whether or not you should attempt driving!
- Since Mountwest is housed on the Marshall University campus, Mountwest follows Marshall's weather-related closings

Additional RESOURCES:***YOU HAVE MANY PLACES AND PEOPLE WHO WANT TO HELP YOU DO WELL!***

I am available to help you during my regularly scheduled office hours and during class time –just ask! But here is also a list of additional resources available to help you:

ASC/Tutoring- ASC stands for the Academic Skills Center – it is in room 138 of the CTC building (Community College building)

Do you need to use a computer for working on MyReadingLab in a quiet place? The ASC has 2 computers available to REA students; just go in and let the helpers know why you are there, and they will assist you.

Are you a little nervous and would like a study mentor that you see on a regular basis to help you along this term? See Mrs. White in the ASC and she will set you up!

Would you like some tutoring for something that seems a little tough? See Mrs. White and she will assist you in setting up some tutoring sessions.

The Writing Center 113 Hodges Hall can provide personal assistance with ALL class assignments that involve writing (for any class – not just your writing classes!) **Hours: Monday-Thursday 9am-7pm; Friday 9am-3pm; Sunday 3pm-7pm (Sunday hours are in the ASC)**

Computer Lab 448 Harris Hall is an open computer lab where you can use the internet, write papers, or kill time on the internet between classes. There is also an open MCTC computer lab in Corbly Hall.

Quiet study room - Hodges Hall Two rooms are available in Hodges Hall, near the Writing Center- these are areas where you may study or read/work on assignments during the day. These two study rooms do have electric outlets for those who want to bring and use their own laptops.

*This syllabus may be updated and changed as needed and does not function as a legal binding contract --
Questions? Please Ask!!!!*

REA 098
Course Calendar – SPR2012

The first seven weeks of class, we will cover all seven class modules. An assessment will be given at the end of each module covered. You will need to score 80% in order to receive passing credit for that module.

If you miss or need to retake an assessment, you may do so on the “catch up day” scheduled at the midterm point during week 7. You may take up to 2 assessments on that day during class time.

Once you receive an 80% on all modules OR have an overall average of 80% PLUS a Nelson Denny (form G) comprehension score of 58, you will receive credit for the course. **If you receive your credit before the second half classes begin, you may sign up for a second weeks class that required REA098, as your credit will “count” at midterm time.

- Please read your chapter BEFORE coming to class so that when we discuss it, you are familiar with the material.

Week 1 (Jan 9-13) Module 1 -Skillful Reading

Nelson Denny Assessment (to confirm placement)

Syllabus /Chapter 1

Week 2 (Jan 16-20) Module 2 – Vocabulary Expansion

****holiday Jan 16, 2012- no class**

Chapter 2

Chapter 3

Week 3 (Jan 23-27) Module 3 – Topics & Main Ideas

Chapter 4

Chapters 5 & 6

Week 4 (Jan 30 –Feb 3) Module 4 – Supporting Details

Chapter 7

Week 5 (Feb 6-10) Module 5 – Outlines and Concept Maps

Chapter 8

Week 6 (Feb 13-17) Module 6 –Thought Patterns

Chapter 9 & 10

Week 7 (Feb 20-24) Module 7- Inference & Implied Meanings

Chapter 11

Week 8 (Feb 27-29) “catch up” day (either M/T)

(may take up to 2 missed/retake assessments)

THE SECOND HALF OF THE TERM, WE WILL MEET IN THE CLASSROOM FOR INDIVIDUALIZED CLASS WORK & ASSESSMENT RETAKING –

The second half of the course is designed so that students may come to class and receive extra individualized help in order to retake assessments for those modules that still need to be passed. After the second attempt, an hour of tutoring will be required to retake an assessment, but 5pts will be added to the score of that assessment.

Week 8 –Week 16 - (Feb 29 – Apr 27) individualized tutoring, “catch up”, reassessments / make-ups

***note - Spring Break – no classes - March 19 – March 23**

All work must be completed no later than the LAST DAY OF CLASSES - Friday, April 27, 2012, to receive credit for the course

